



Minutes  
Board of Directors (BOD)  
Highland Park Neighborhood Association, Inc.  
(referred to as "HPA")

Date: October 14, 2015

Place: 7321 Forestgate Dr.

Meeting Called to order at 7:05 PM

1. Attendance: Marge Shuger, Greg Smith, Cameron Garner, Jim Ver Meer, Joe Bonnet and newly elected ACC Members: Mark Waller and Joe Beaudoin.
2. Approval of Minutes: Minutes for September 14, 2015 stand as submitted. Also Minutes for the Annual Member Meeting Oct. 7, 2015 stand as submitted (to be approved by Membership at 2016 Annual Meeting).
3. Members' Forum: Mark Waller and Joe Beaudoin will be discussing the ACC.
4. Reports of Officers:
  - a. This is the first meeting of the BOD after the Annual Meeting. Officers are elected for the 2015-2016 year. The results are: President: Greg Smith, Vice President: Jim Ver Meer, Secretary: Marge Shuger and Treasurer: Joe Bonnet.
  - b. Education of Board Members: Marge brought up the possibility of joining Community Associations Institute. Membership for a 5 person board is \$395 per year. With Membership are educational opportunities including various webinars provided by the national chapter. There is a local Colorado Springs chapter and a Denver chapter. Membership automatically joins the national and the closest local chapter. On the table for research.
5. Reports of committees:
  - a. Finance Committee: As Treasurer Joe Bonnet will head the Finance Committee. He will meet with Barb and Jim Ferrier to set up the bookkeeping operation. Marge Shuger presented the accounting software recommended. After discussion **the motion was made to buy QuickBooks Pro Desktop for two users, the initial cost is \$350.00.** This was 2nded and approved unanimously. The 2015 and 2016 Budget was discussed.
  - b. Compliance Committee: Greg Smith reported. Greg is slowly getting a feel for his position and email or phone calls will be his first contact to those who do not comply after receiving the "general email request" to all residents to comply. The problems of lots not mowed, thistle, barking dogs, and folks leaving their RV's on their lots for too long are ongoing. The Owners who were parking too many cars are being very cooperative and coming into compliance.
  - c. Maintenance Committee: Cameron reported. Cameron will send over the insurance information for F&B Landscaping and the 2016 contract to Greg to preview and sign. Cameron is discussing with Munson Excavating the options of how to fix the part of the trail on the curve of Cairngorm. He is considering a culvert to deter the washout that continually occurs. Mark Waller reported that the light is out at the Vollmer entrance because he cut the electric line doing some landscape work. Cameron will

work with Mark to repair the line. The group discussed possible projects to raise the quality of the common areas. Marge felt that the entrances are very important. The roundabouts are always up for a make-over. Jim Ver Meer thought we could make the trails more appealing – perhaps with a few resting benches. All, of course, depends on cost and available funds within the budget.

- d. Communication Committee: Marge reported.
    - i. Marge reminded the board members, and the ACC members, that it is important to use the Highland Park Yahoo emails to do association business.
    - ii. At the Annual Meeting, the group discussed the possibility of having an emergency system of contact for all people who live in Highland Park. Jim Ver Meer has done research and introduced a text system that is paid for (5 cents a text) only when it is used. It is called “Text Blast Service”. This will be researched further.
  - e. Social Committee: Marge reported that we need more interest in this committee. Jim Ver meer suggested that Meet 'n Greet would fit into this category. A call for folks to form a Meet 'n Greet Committee will be put out to all Homeowners.
  - f. Government Affairs Committee/Policies: Jim Ver Meer has agreed to head this committee.
  - g. ACC: The three newly elected ACC Members are Greg Smith, Mark Waller, and Joe Beaudoin. They spent some time at the meeting to begin how they will deal with submissions, etc. It was discussed that perhaps the ACC may require restructuring which would lead to proposing an amendment to the covenants.
  - h. Water Augmentation: Marge suggested that this be a new “committee” of the Board. Marge now collects all of the meter readings, and works to get 100% timely compliance. Another member of the board is needed to help out with the reporting, etc. This will take some education on the part of a new board member. Joe Bonnet and Jim Ver Meer will undertake learning all about our Water Augmentation Plan and our relationship with the Water Commissioner.
    - i. The relationship of Filing 3 to the HPA Water Augmentation Plan was discussed here rather in “Continuing Business”. The decree(s) include the parcel of land that is to be Filing 3. The HPA owns the water rights, plus the tracts on which they would be drilled. For the HPA to divest itself from the future Filing 3, we would have to go back to water court and obtain a new decree. This would be extremely costly to both us and to the developer of Filing 3. It would be in our interests to work with the developer of Filing 3 to amend our covenants to annex Filing 3 into the HPA.
6. Continuing Business:
- a. HPA insurance: D&O (Directors and Officers) Insurance, Liability and Property Insurance has been renewed and will take effect 11-10-2015. Fiduciary Insurance to cover theft of monies was ordered and began 10-06-2015. It is a three year term, so the whole amount is being paid this quarter. Pond liability was discussed. The insurance has always carried the pond as a possible hazard. The BOD will consult the attorney re proper signs.
  - b. Bylaw Amendment: the Bylaw amendment that changed our quorum requirements was approved at the Annual Meeting and now must be recorded. Marge will handle.

- c. Notice for meter reading: Marge is having UPS print up and put the postage on the postcards.

7. New Business:

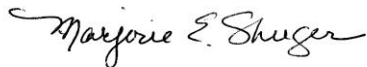
- a. Dues Notice to go out by December 15, 2015: Marge discussed that UPS has been doing our printing now, and recommended that we sign up for a UPS store account, so that we would be charged monthly and pay by check. After discussion, **the motion was made to sign up for the UPS Store Account.** This was 2nded and approved unanimously.

Small reimbursement: Marge requested of the Board reimbursement for a box of paper and a toner for one of her printers (10 years of scanning, printing and copying). **A motion was made to reimburse Marge Shuger for paper and a toner.** This was 2nded and unanimously approved.

8. Meeting was adjourned: 8:45PM

9. Next Meeting: TBD

Submitted by:



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