

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

Date: January 28, 2013

Place: Rawhide Realtors, 7075 Campus Drive, #200, Colorado Springs, CO 80920

Purpose: HOA attorney, Jack Scheuerman attended as our guest and trainer to discuss HPA Policies, and CCIOA (CO Common Interest Law), Colorado Nonprofit Act and HB 1237 requirements. This meeting complies with the CO requirement for BOD education.

Meeting was held 11:30 AM to 1 PM.

BOD Attendance: Doug Barber, Marge Shuger, Andy Smith, and Cameron Garner

After a review of our documents, Mr. Scheuerman gave the following recommendations or requirements:

A. Policies: Per the CCIOA, HOAs are required to have 8 responsible governance policies.

1. We must have a Reserve Study Policy. Even though we do a reserve study with each year's budget, we are required to have a written policy to include: rules pertaining to physical inspection (who, when, how often); estimates of costs; and how those costs are to be funded.

2. Under HB 12-1237 which came into effect Jan. 1, 2013, our Records Policy is out of date and must be revised. One particular change is that a Member does not need a "stated purpose" to request a records' inspection.

3. Covenant Violation and Imposition of Fines Policy: It is better to have a simple, clear policy. The more intricate, the more difficult it will be to enforce if judicial action becomes involved. He reminded us that:

a. all imposition of fines should be held in an open session. Covenant violations affect all owners.

b. it is best to have very good records of all covenant enforcement contacts and results.

B. By-Laws:

1. We must change our By-Laws pertaining to quorum rules at Member Meetings. Presently the rules are convoluted and do not follow the Colorado Non Profit Law.

2. It is not required or recommended that we record our By Laws with the County. Once it is done, all subsequent changes must be recorded.

C. Disclosure of HOA Documents:

1. Mr. Scheuerman sees no problem with our posting all documents on our web site. He did have reservations about posting all financials.

2. In regards to all discussions: emails, meetings (open BOD meetings, Executive sessions) disclosure is regulated. BOD meetings are open and anything discussed can be disclosed. All emails may be discovered unless has personal information, etc. HR 1237 does cover email records.

D. Mr. Scheuerman also discussed HOA ability to lien a property for non-payment of dues and ability to sell a lien. He discussed the biggest change in homeowner/board relationships being the amount of disgruntled owners. Doug stated that we have not had that problem, and feels that it is because we try to govern with clarity, reasonableness and fairness.

E. Other Business after presentation from Mr. Scheuerman

1. By Law Revision: Historically, we have averaged 26% attendance with Members present and proxies. **Doug made a Motion to change our By Laws to reflect the Colorado Non**

Profit Law in regards to quorum. Doug suggested 20%. This was seconded and passed unanimously. This will be presented at the next board meeting.

2. Christmas decorations: Marge would like to hand over the storage and responsibility to decorate for the Holiday to someone else. Marge will email Members with a request.

3. Doug reported that, after having the State require the owners of the pond to the north of tract C to release water, our pond has filled. This extra water now covers the pipe that feeds the hydrant on Forestgate Drive.

4. Emergency call back system: Marge brought up the possibility of having the ability to text, leave a voice message and email all Members or people who presently live in Highland Park with important messages or in an emergency.

Next Meeting:

Feb 18, 2013 at 6:30 AM, Village Inn across from Woodmen Wal-Mart.

Submitted by:

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