

Master Homeowners Association for Green Valley Ranch

BOARD MEETING MINUTES

February 28, 2017

- I. ESTABLISH A QUORUM** – The regular Board meeting of the Master Homeowners Association for Green Valley Ranch was held on Tuesday, February 28, 2017 at the GVR Metro District office, located at 18650 E. 45th Ave. The meeting was called to order at 6:33 pm. A quorum was established with the following Board Members in attendance: Rose Thomas, Andy Sparling, Shawna McCowan and Shelly Yoder (via phone).

Homeowners, Residents and Property Managers Present: Mariann Toomey, Fred Hales, Fenna Tanner, Jim Tanner, Charles Britton, Sisay T., P. Savage, Richard Howard, Eric Gravenson, L. McCougn and Kristina Wetherbee.

Others Present: Micaela Duffy – GVR Metro District Manager

Point of Order: Mr. Gravenson presented a point of order for the meeting. He stated that due to the resignation of a board member, that the board did not have a quorum with only four active members. The discussion referenced section 4.2 of the Declarations and Article 8 of the Articles of Incorporation for the Association. Ms. Thomas requested Mr. Gravenson to share the By-laws, which state otherwise and he would not. He reported that if the three documents were in conflict, the Declarations took precedence. Ms. Thomas stated that state law supersedes our governing documents that allows us to function as a board with less than five members. He stated if the board did not acknowledge this information and continued on, then it was in violation of the Declarations and CCIOA and he would file a formal complaint with the Attorney General and ask that an investigation take place.

II. PUBLIC COMMENT

- A. Police Report** – No update
- B. Denver City County Report** – No update
- **Homeowners to address the Board** – Mr. Britton reported to the board regarding a letter he received. Mr. Gravenson stated that the liability insurance would not cover the board members if they were acting willfully and continuing business. Ms. Tanner requested copies of the minutes from meeting held for executive session. Ms. Thomas stated that the necessary information was provided in the posting.
- C. Citizen's Advisory Board Report** – No update

III. DISTRICT DELEGATE REPORTS

No reports

IV. CONFLICT OF FINANCIAL OR COMMON INTEREST DISCLOSURES

No conflicts presented

V. BOARD MEETING MINUTES APPROVAL

The minutes from the January 16, 2017 Board meeting were reviewed. Ms. Yoder made a motion, seconded by Ms. McCowan, to approve. Motion passed unanimously.

VI. FINANCIAL REVIEW

- A. Accounts Payable-** The accounts payable were reviewed. Ms. McCowan made a motion, seconded by Mr. Sparling, to approve the accounts payable as presented. Motion passed unanimously.
- B. Financials-** The financials were reviewed. Ms. McCowan made a motion, seconded by Ms. Yoder, to approve the financials as presented. Motion passed unanimously.
- C. Write Offs-** The Board reviewed the write offs, which total \$5,492.35. Ms. Thomas made a motion, seconded by Mr. Sparling, to approve as presented. Motion passed unanimously.

VII. HOA MANAGEMENT REPORT

The HOA Management report was presented to give an update on the status of the Association.

VIII. ASSOCIATION BUSINESS

- A. Ratification of Email Votes –** The Board reviewed the email votes. Ms. McCowan made a motion, seconded by Ms. Thomas, to ratify the votes. Motion passed unanimously.
- B. February Hearing Recommendations –** The Board reviewed the Hearing Committee recommendations for the February hearing. Mr. Sparling made a motion, seconded by Ms. McCowan, to approve the recommendations as presented. Motion passed unanimously.
- C. Covenant Enforcement Recommendations –** The board reviewed the recommendations and after consideration, the board determined to hold off sending these until meeting with the attorneys.
- D. Change bankruptcy and foreclosure searches to every other month –** The board reviewed the recommendation. Ms. Thomas made a motion, seconded by Mr. Sparling, to approve the change. Motion passed unanimously.
- E. Approval of farmers market for another season –** The board reviewed the recommendation. Ms. McCowan made a motion, seconded by Ms. Yoder, to approve the additional season under the HOA. Motion passed unanimously.
- F. Appoint Treasurer –** Ms. Yoder was nominated to become the board Treasurer. Ms. Thomas made a motion, seconded by Ms. McCowan to appoint Ms. Yoder. Motion passed unanimously.
- G. Appoint a contact for escrow review –** The board discussed having one contact to review possible escrow agreements with district staff. A motion was made by Ms. Yoder, seconded by Ms. McCowan to appoint Ms. Thomas as the contact. Motion passed unanimously.
- H. Set allowance for doubtful accounts to 999 days –** A motion was made by Ms. Thomas, seconded by Mr. Sparling to accept the recommendation. Motion passed unanimously.

IX. HOMEOWNER REQUESTS - The Board reviewed requests from homeowners regarding appeals and extensions. Ms. Thomas made a motion, seconded by Mr. Sparling, to approve the requests as amended.

X. EXECUTIVE SESSION - The Board went into Executive Session at 8:00pm to discuss attorney advice. The Board adjourned from Executive Session at 8:07pm.

XI. ADJOURNMENT – There being no further business to discuss, and on a motion duly made, seconded and unanimously carried, it was resolved to adjourn the meeting at 8:07pm.