

Minutes for River Glen Homeowners Association

Board of Directors Meeting

Meeting Date: 5 December 2013

Board Members in attendance: Jamie Johnson, Gary Klug, Mark McGee, Tye Riley, Julie Rogers, Julia Stapp

Homeowners in attendance: Craig Sheard

Reports:

Treasurer's Report:

- Attached.

Irrigation Committee Report:

- No report

Architectural Control Committee Report:

- No report

Waste Water Treatment Operations Committee Report:

- Craig Sheard discussed the need to effect repairs to the collection pipe on Riverview Dr at a two locations where residential pipes connect to the system. Will follow up at a future BOD meeting.

New Sanitation System Committee Report

- Questions about whether a submerged pump should be used in the new system have been sent along to JVA and Ed Schemm

Old Business:

1. Review and approve minutes of prior meeting. Approved minutes of 17 OCT 2013 meeting by unanimous vote.
2. Ad Hoc Covenant and By-Laws Revision Committee:
No update since recent HOA annual meeting.
4. ACC/Covenant issues:

- 5 horses at 2028 River Glen Dr – Homeowner attended meeting to discuss the issue. Board voted unanimously to grant until 15 January 2014 to remove one horse.
- Metal shed roof at 1220 Wagon Wheel
 - Owner letter received, owner acknowledges problem and requests a length time to correct – board response letter sent requiring plans by the end of November and construction to be completed by the end of February.
- 6 Horses at 1220 Wagon Wheel
 - Larimer County Code enforcement contacted. Owners have moved to horses to another property in River Glen.

6. Electronic copies of insurance policy and JVA report

No update.

7. Discuss the need for charters for all committees (per CCIOA).

Deferred to future meeting.

8. Outline Hearing process for BOD

This is a requirement of the CCIOA. A draft hearing process was provided at the meeting. Draft posted on website. Follow up at next meeting.

9. Need to outline enforcement process for covenants – (CCIOA calls out items and HindmanSanchez has a document checklist)

10. QuickBooks software. The board voted unanimously to approve the purchase of the accounting software.

Need to make sure all requirements of CCIOA are met, Hearing Process is part of the list of requirements. Follow up at next meeting.

New Business:

1. Elect officers: The following executive positions were approved by unanimous vote: Tye Riley – President, Julia Stapp - Vice President, Julie Rogers – Treasurer, Mark McGee – Secretary.
2. Denise Vigil has volunteered to host a block party and organize a neighborhood garage sale.
3. Issues with Sewer Pump – residents putting garbage in the sewer and causing pump problems
 - a. Julia Stapp to draft a letter to homeowners requesting they stop putting items in the sewer system that jam the pumps: clothing, rags, diapers etc.
4. Need new signatories on the HOA bank accounts: Gary Klug and Mark McGee volunteered to be signatories on the HOA bank accounts. Approved by unanimous vote of the board.
5. Change the schedule for BOD meetings. Third Wednesday of each month will be the schedule for BOD meetings in 2014. Will confirm that the Berthoud Community Center is available on these days.

Open Discussion: none

Correspondence: none

<signed>

Mark McGee

Secretary

River Glen HOA Board of Directors

Treasurer's report

1. We have one past due account for \$236.43
2. For the Irrigation account we have \$3660.34 in the bank and no outstanding bills.
3. For the main account we have \$20341.85 in the bank.
 - a. Bills still due for the month include
 - i. Electric approx \$800
 - ii. Water approx \$30
 - iii. Operator \$1800
 - iv. Insurance \$630
4. We need a second person as backup for the treasure and 2nd signatures