

Minutes for River Glen Homeowners Association

Board of Directors Meeting

Meeting Date: 7pm 15 January 2014

Meeting held at the Berthoud Community Center

*Draft until approved at the next regular BOD meeting*

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

Homeowners in attendance: Scott Canby

Reports:

Treasurer's Report: attached

Irrigation Committee Report: no report

Architectural Control Committee Report: no report

Waste Water Treatment Operations Committee Report: no report – discussion of pump problems later in the minutes

New Sanitation System Committee Report: State sent a query about the permit fee for the new application related to the project. The permit fee was sent last year.

**Old Business:**

1. Review and approve minutes of prior meeting. Minutes of 5 December 2013 BOD meeting were approved 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 – Confirm that homeowners have removed one horse from the property - Closed – owners now in compliance.
  - Metal shed roof at 1220 Wagon Wheel – open.
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. Follow up at next meeting.

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

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. Denise Vigil has volunteered to host a block party and organize a neighborhood garage sale. Dates TBD.
2. Issues with Sewer Pump – residents putting garbage in the sewer and causing pump problems. UPDATE. The failed pump has a cracked case and cannot be repaired. Currently operating on one of the original pumps and a temporary submersible which was purchased for approximately \$1150. Search for a used pump that fits properly in the housing continues.
3. Options for replacing or repairing pump. See above.
4. Review Treasurer's new accounting software setup. Treasurer has purchased and installed QuickBooks and will use this software to manage the HOA accounting.
5. Review revision to the Collection Policy. Discussion of overdue accounts and HOA members that make regularly partial and/or late payments. Action: Working group (Julie Rogers, Julia Stapp, and Mark McGee) to review the form letters and collection policy and make recommendation to the BOD at next meeting.
6. Discuss billing of Riverside Farms and amounts due. Bills have been sent
7. A proposal was made to recognize the efforts of board members Denise Vigil and Helen Stone as well as Sewer Operations Committee member Mike Dower with gift certificates for a local restaurant. The board unanimously approved the proposal and \$50 certificates will be purchased and sent to the members for their many years of work on behalf of the HOA.

Open Discussion:

1. Add agenda item for next meeting – how to set up reserves/contingency funds for each of the HOA fund areas.

Correspondence: email from Dean/Nancy Ketterling 12 JAN 2014

Submitted by:

Mark McGee

Secretary

River Glen HOA Board of Directors

RGHOA Board Meeting

Jan 15<sup>th</sup>, 2014

**Treasurer's report**

1. We have one past due account for \$36.43
2. We have 19 accounts which owe for Q1 2014
3. For the Irrigation account we have \$4263.76 in the bank and no outstanding bills.
4. For the main account we have \$28502.48 in the bank.
  - a. Bills still due for the month include
    - i. Hindman \$289.00
    - ii. Sullivan Septic \$1175.00
    - iii. Operator \$1800
    - iv. Insurance \$630