

FPEPOA BOARD MEETING MINUTES
DECEMBER 7TH, 2023 5:00 P.M.
LOG HILL FIRE STATION / ZOOM

The meeting was called to order by President Randy Mathis at 5:14 p.m. President Randy Mathis, Vice President John Peters, Treasurer Katherine Paison-Senn and Secretary Mike Jones were all in attendance in person. Board Member Paul Stashick was unable to attend.

Evelyn Bailey (administrative assistant) hosted the Zoom portion of the meeting.

There were 6 homeowners in attendance via Zoom.

Randy began the meeting reminding the audience that this meeting is for members only and information should not be shared to outsiders without the prior approval of the board.

1. Approval of Previous Board Meeting Minutes

The minutes of the previous board meeting were unanimously approved with the addition of an amendment to the Finance Committee's report brought forth by Treasurer Katherine Paison-Senn.

2. Committee Updates

- a. **ARC** – Jerry Simon reported that ARC currently has 27 total projects and 2 conformance reviews with refunds issued. 2 new projects were added between last month and this month. Regarding the Hartman project update – the redlines were sent to Mr. Hartman by the county and they are awaiting feedback.
- b. **Finance** – Katherine Paison-Senn reported on the financial position of the association. Operating balance and road operating fund total \$122K, reserve balance is around \$105K, ARC deposits prior to new refunds at \$240K. Accounts receivable delinquencies stand at \$9K. \$2200 of the \$9K is from 2022 billing with \$6800 from 2023 billing. Katherine will investigate to see why these accounts are in arrears. Katherine and the Finance Committee found that the reserve account investment at Alpine would not be separately insured so Katherine suggested setting up a CD account at Edward Jones brokerage as it would not cost the Association any fees and would be FDIC insured. Katherine made a motion to establish the CD account with Edward Jones and close the Vanguard account. The motion carried.
Katherine is also preparing an RFP to obtain a new accounting service or updated contract. She also mentioned that Middleton is storing a fire safe file cabinet with Fairway Pines files in their Ridgway office. Katherine will make arrangements to find out what files are stored in the cabinet and whether they should be retained or digitized. Katherine also mentioned the need for a better transition process from board to board.
- c. **Road** – Eric Loeb was out of town and unable to report for the Road Committee. Randy had a question regarding who is the designated contact for daily snow plowing.
- d. **Welcome** – The Welcome Committee welcomed three new homeowners.
- e. **CRC** – Simon Ward reported on the status of the work that they've done with updating and proposing revisions to the governing documents. Randy updated the membership as

to the status of utility trailers that were supposed to be moved and mentioned that they have not had success obtaining/hiring a third party to assist with enforcement of the covenants.

3. **Comments and vote on amended Policy and Procedures**

Randy spoke about the 4 amended policies and one new procedure that were posted for review as well as the feedback received by the members. Randy asked for comments from the meeting attendees and none were posted. A vote was called for which resulted in the passage of 4 policies and 1 procedure by the 4 attending board members as well as their approval of the two charters for the Finance and Welcome Committees.

John Peters thanked the CRC Committee for all their assistance with the updating of the documents.

4. **Voting Procedures for January/February Winter Members Meeting**

There will be two upcoming votes held for the annual assessment and proposed amendments to Bylaws and CCR&E's, which require member votes to approve them. Randy spoke about third party voting apps that could be used for the vote and how it would work as well as in person ballots for those that attend the meeting. The assessment vote would require a 2/3 quorum (510 lots/votes of which 60% would equal 306 votes), 66% of votes received plus 1 to approve the increase. If 306 votes/proxies are not obtained, then the vote would need to be delayed to a subsequent meeting where the quorum would be cut in half to equal 153 votes with 66% of that amount for approval. The declarant is authorized to vote on everything related to section 3 and 4 in Article 3, including assessments. Declarant cannot vote on special assessments for capital improvements.

For the CCR&E's vote, they will be broken up into a line-item vote so the membership can vote on individual proposed changes rather than the document as a whole. The board intends to post the bylaws and CCR&Es around the first week in January, to obtain feedback from the members, take them into consideration and then those amendments will be sent to the membership. Ballots will be sent out accordingly for voting at the February Membership Meeting.

5. **Old Business**

Katherine spoke about the Community Association Institute (CAI) membership as approved in the last board meeting. Membership is open to board members, volunteers, committee members, etc. Our Association would be part of the Southern Colorado Chapter.

Katherine mentioned the need for an association mailing address. A decision was made to get a post office box in Ridgway on behalf of the association.

Randy spoke about moving forward with the website with a commercial developer. The HOA would pay the current admin, Evelyn Bailey, to manage the website. Evelyn spoke about the website and what she has found out about building and maintaining it including contacting two website builders that she found on the Wild Apricot referral page. The board made a motion to move forward with pursuing a quote from the website builders as well as spending up to \$4K for the initial building of the website plus \$125 per month for the Wild

Apricot platform and a ballpark \$200 per month for Evelyn to maintain the website. The motion carried.

Katherine mentioned that there should be some “wobble room” in the budget to handle the additional funds needed for the website.

6. New Business

Katherine spoke about the association name (Fairway Pines vs Divide Ranch HOA) as it relates to the mailbox signs that a homeowner felt should be replaced due to deterioration. The board discussed the need for new signage that was generic and didn't specify an Association name. Randy discussed the proposed DBA and what it would entail for the association name. The board discussed the need for a clear and accurate name change throughout our documentation, as well as whether the golf course would ever be renamed upon future ownership, etc. Katherine suggested a DBA of “Fairway Pines at Divide Ranch”.

Randy spoke about the association attorney, Marti Whitmore, moving to Montrose to pursue her new job with the county. She has indicated she can still be our association attorney. Discussion ensued regarding possibly finding a new attorney who is more specialized in HOAs and their unique issues. The decision was made to stay with her for now and pursue investigating new firms.

7. Next Meeting Date

Next meeting date to be January 18th, 2024 at 5:00 p.m.

Winter Member's Meeting to be February 22nd, 2024 at 5:00 p.m.

The meeting was adjourned at 6:51 p.m.

