

March 8th, 2010, Polo Run Recreation Association Board of Directors Meeting Minutes

The meeting was called to order at 7:05 PM at Andre van Hall's home. Those present were: Board members Andre Van Hall, Rebecca Dow, John Neal, and Jeff Elliott. Earl Johnson from Western States Property Management was in attendance. Also, present were residents. Bill and Nancy Haas.

- The January 2010 meeting minutes were reviewed. It was noted that they were approved by email in January in order to have a timely posting on the Polo Run website. All had voted in favor.

Old Business

- The Board of Directors discussed the PRRA member questionnaire to be emailed to the home owners through SurveyMonkey.com. A few minor changes were made to some questions. The board discussed getting an updated email list and send the questionnaire before the next board meeting in May. Homeowners will be reminded 3 times before we pass out hard copies to those who have not responded.
- The Board of Directors discussed the James Moore Accounting contract. It was decided to have them do State and Federal taxes only for \$325. Jeff made a motion to approve this work, Rebecca 2nd, all voted in favor. The motion passed.
- Rebecca asked Earl to provided copies of documents referenced in past legal bills pertaining to the merging of the covenant documents of the PRRA and the ARC at BOD meeting in May. Earl agreed to make them available.
- Nancy Haas pointed out the PRRA Garage Sale will be June 11th and 12th and it is posted on the website.

New Business

- The BOD began to discuss new legislation passed by House Bill 09-1359 on May 15th, 2009 requiring Home Owner Associations to provide a reserve funds study to the State of Colorado. It was agreed to have Western States Property Management provide the information for the questionnaire. This information is already being tracked through the Polo Run financial statements. The BOD extended the discussion as each member was asked to prepare a list of possible future repairs in which these funds are used.
- The BOD reviewed two landscape maintenance proposals, Meadowlark Lawns and Tomas Acala. Andre pointed out last year's contractor Tomas Acala had done a great job, and he would like to see the contract extended this year. A motion was made by John to approve Tomas Acala for \$1,560.00 to maintain the monuments and pool if he would agree to two extra weeks to match the Meadowlark Lawns bid. It was 2nd by Rebecca, all voted for. The motion passed.

- Earl Johnson discussed the duties of Western States Properties. Duties include all financial payments and collections, delinquent account demand letters, meeting agenda and minutes, property notices and file updates, and ARC approval/denial records. Earl oversees the pool maintenance contract and trash removal contract. He was asked to provide and maintain an email account for all home owners. He agreed to do this so that we can get the questionnaire out soon.
- John Neal and Earl Johnson began to discuss the February financial statement. They pointed out that we are well under budget. Earl answered a few questions about the reserves line item and adjustments needed. Also, our delinquent accounts line item was discussed, and Earl was asked to send demand letters according to the collection policy previously adopted by the Board of the PRRA.

Other Business

- A home owner had asked us to take a look at the pool signage to clean up the look. The Board of Directors agreed to move the skate board sign to the parking lot side of the building and to move the staked-in-ground sign to the fence side. Earl said he would get it done. Rebecca also asked Earl to fix the gate lock before the season and he agreed.
- Jeff made a motion to adjourn the meeting at 8:25 PM, John 2nd, all voted for. The motion passed.