

WOODMOOR IMPROVEMENT ASSOCIATION  
MINUTES OF THE BOARD OF DIRECTORS MEETING

MARCH 24, 2010

**Executive Meeting** commenced at 6:15 PM

Board members present: Maher, Hale, Wilson, Oakley, Lambert (by phone) and  
Stevens-Gountanis

Board members absent: McFadden, Rollins, Goad, and Lambert

Executive Session adjourned at 6:50 PM

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**Board of Directors Meeting**

1. Call to Order – Maher called the meeting to order at 7:00 PM

Board members present: Maher, Hale, Wilson, Oakley, Stevens-Gountanis,  
Lambert (by phone)

Board members absent: McFadden, Rollins, and Goad

Staff in Attendance: Horton - Admin and Nielsen - WPS Chief

Visitors Present: Bob and Carolyn Streit Carey, Bob Mikec, Ron Christian,  
and Nicole Chillino

2. Approval of Agenda

Wilson added #25 - Legal Review Committee. The Agenda was approved unanimously  
as amended.

3. Approval of 02-24-10 Meeting Minutes

Minutes were approved unanimously.

4. Approval of 03-06-10 Meeting Minutes

Minutes were approved unanimously.

5. Owner's Comments

Ron Christian asked what was going on with the Marsh, what were the long-term plans for all common areas, can the Marsh plan be modified, will the BOD seek resident input on the Marsh, and what the terms of the contract were for the Marsh.

6. President's Report

Maher said there is a lot going on and he will let the Board members report.

7. Vice Presidents Report

There is concern from residents about the Colorado Lakeshore Properties, but a contract was signed last year to allow rip rap along the east shore and allow the developer to bring some lots up to a level that will allow a usable building site. Hale is working on a strategic plan, and needs the survey results and resident's feedback. Hale reviewed the contract from Service Engineering and said it will cost \$5724 for a 3 year contract, but would have cost \$10,441 if we had paid the service calls during the same 3 years.

**Motion** by Hale to continue the Service Engineering contract for 3 years. Seconded by Stevens-Gountanis. Motion carried by unanimous consent.

8. Treasurer's Report

Income of \$18,702 in February, year to date \$650,800, dues are coming in slower. Expenses for February were \$57,476 and year to date \$116,588. WIA will discontinue ACH payments as only 2 residents took advantage of the program and it took several hours of CPA employee time to monitor each account.

**Motion** by Oakley that the principal amounts of the two UMB CD's each be placed in 9 month maturing CD's and the interest be placed in reserve account. Seconded by Stevens-Gountanis. Motion carried by unanimous consent.

**Motion** by Oakley that \$100,000 of the Operating Fund will be put in a 60 day CD and \$100,000 of the same fund will be put in a 90 day CD. Seconded by Stevens-Gountanis. Motion carried by unanimous consent.

9. Covenants Report

There were 16 violations in February, and 8 were resolved in February.

#### 10. Public Safety Report

Eleven mailboxes were reported vandalized a week ago in South Woodmoor. Nielsen would like residents to call when they hear this type of disturbance. WPS will finish firearms training this week, and will finish CPR/First Aid this Friday. There are on-going problems with overcrowding on Toboggan Hill. The display component on the smart trailer was sent to Utah for repair.

#### 11. Architectural Report

Steven-Gountanis gave the ACC Report for March projects. She went to the NEPCO meeting and heard from 2 county employees. There are 2 people handling 150 code enforcements each. Water quality and quantity were discussed.

#### 12. Forestry Report

Picked up new forestry volunteers, there have been 8 lot inspections year to date, and there is a Firewise Committee meeting on April 12 at 9:00 AM and a tree monitor meeting on April 7 at 6:30 PM at the Barn.

**Motion** by Oakley to appoint Jim Woodman as Director of Forestry. Seconded by Stevens-Gountanis. Motion carried by unanimous consent.

**Motion** by Wilson to have responsible parties for the Chipping Event for 2010 give consideration to having slash picked up at residents homes, having a portable chipper going to homes, and having ID's checked by WPS so that non-residents are not allowed to participate. Seconded by Stevens-Gountanis. Motion carried by unanimous consent.

#### 13. Common Area Report

Hale said a contract was signed with Arrowhead Trails and he asked if they could make the path narrower and Dana at Arrowhead said they could reduce the width a foot, but, as an option, she said it would grow in from the sides. Hale wants to let Arrowhead Trails complete the trail and monitor for a couple of years to see how it grows in. The trail will be finished around the end of April, 2010 subject to weather. Discussion by Hale about the Great American Cleanup, Marian Taylor is willing to help. Nielsen talked to a resident who suggested the GAC extend to adopting a roadway by residents, scouts, Kiwanis Key Club, and volunteers. Marian Taylor is talking to someone from the County Hazardous Waste and would like to have them come to Woodmoor for a day to let Woodmoor residents bring their hazardous waste to a convenient site.

## **Old Business**

### 14. Survey Committee

**Motion** by Wilson that the Survey Committee be reinstated and that Jim Wilson be appointed Chair and that Vic Harshberger and Dave Betzler be appointed members. Seconded by Stevens-Gountanis. Motion carried by unanimous consent.

**Motion** by Wilson to receive approval for up to \$200 for surveys to be distributed. Seconded by Hale. The motion carried by unanimous consent.

Wilson said that any resident who prefers not to complete the survey online can call the WIA office to request that an officer of Woodmoor Public Safety deliver a paper copy to them or it can be mailed.

### 15. Covenant Violation Letters

**Motion** presented by Oakley moved to have the BOD accept the revised letter and door hanger for barking dogs. Seconded by Stevens-Gountanis. Motion carried by unanimous consent.

**Motion** by Wilson to remove the following sentence from the resident request form for Woodmoor financial documents which states: "As the state statute requires each member wishing to obtain WIA records to submit a separate request, in writing, stating the intended purpose of such request, to the WIA board of Directors, I will not share these financials with any other Member other than those listed on my deed of record". Seconded by Stevens-Gountanis. Motion carried by unanimous consent.

### 16. Resolution

**Motion** submitted by Rollins moved to restore the original legal service agreement made with Hindman Sanchez to provide any WIA Board member to make legal phone inquiries at no additional cost to WIA HOA. Wilson said it would violate the contract signed for 2010 with Hindman Sanchez. Motion failed by unanimous vote.

## **New Business**

17. Email Blast

**Motion** by Oakley to allow Kate Horton to set up an account with icontact at 2500 emails, either monthly (\$29.00) or yearly (\$313.00). Seconded by Stevens-Gountanis. Motion carried by unanimous consent.

18. Computers

Two bids were received for replacement of 3 computers from Albert Rupert and TLC.

**Motion:** Stevens-Gountanis moved to accept Albert Rupert's bid for 2 new computers for WPS, and 1 for Administration. Seconded by Hale. Oakley amends the motion to add "disposing of the old computers". Motion carried by unanimous consent.

19. Six and Geving Insurance Proposal

The insurance program is due April 1, 2010. Six and Geving gave 3 options based on deductibles.

**Motion** by Oakley moved to buy option #1 with an annual premium of \$47,239. Seconded by Stevens-Gountanis. Motion carried by unanimous consent.

20. Financial Review & IRS Form 990 Preparation

Oakley secured four bids. Waugh and Goodwin was the lowest bid.

**Motion** by Oakley to accept Waugh and Goodwin's bid of \$2100 for review and preparation of the IRS Form 990 and 2009 annual review. Stevens-Gountanis seconded. Motion carried by unanimous consent.

21. Reserve Fund Study

The reserve study was done in 2007 with a 'do it yourself' kit. Two bids were received, one from the company who arranged it in 2007, (Association Reserves), and one from the person who did it in 2007 when he worked for Association Reserves, Rob Felix.

**Motion by** Oakley to engage Association Reserves for \$2330 with the 8 week economy plan with an update including a site visit. Seconded by Stevens-Gountanis. Motion carried by unanimous consent.

22. Janitor Contract

Four bids were received. The lowest bidder did not have Workmen's Compensation insurance. Jan Pro was the next lowest bid.

**Motion** by Hale to accept Jan Pro's bid for \$436.05 a month for a three day a week Janitorial service. Seconded by Stevens-Gountanis. Motion carried by unanimous consent.

23. Use of Barn by Woodmoor owners

This was discussed and tabled. Hale, Stevens-Gountanis and Horton will draft guidelines and present it to the next BOD meeting.

24. Use of Barbeque/Popcorn Machine

Hale, Stevens-Gountanis, and Horton will draft guidelines and bring to the next BOD meeting. This item is tabled until the next BOD meeting.

25. Legal Review Committee

**Motion** by Wilson that Erik Lessing and Bob Muldrow be appointed to the Legal Review Committee, chaired by Hans Post. Seconded by Stevens-Gountanis. Motion carried by unanimous consent.

The meeting adjourned at 9:05 PM.

Jim Wilson  
Jim Wilson, Secretary

5/3/10  
Date