WOODMOOR IMPROVEMENT ASSOCIATION

MINUTES of a SPECIAL MEETING OF THE BOARD
Regarding: Board Reorganization after election

February 1, 2017

1. **Call to Order** – Peter Bille, Vice-President, called the meeting to order at 7:00 PM. Outgoing President Erik Stensland was absent, as he was out of the country.

   Board Members Present: Bille, Bush, Cunningham, Benjamin, Suhr

   Board Members Absent:

   Staff Members Present: Denise Cagliaro (HOA Administrator), Amy Mast (Bookkeeper and Barn Rentals Administrator), Bob Pearsall (ACC and Common Area Administrator), Sherrie Storey (Covenants and Forestry Administrator), and Kevin Nielsen (WPS Chief).

2. **Approval of Agenda** - Bille asked if there were any changes to the agenda. There were none. Suhr made a motion to approve the agenda, seconded by Cunningham. The motion carried unanimously.

3. **Owner Comments** – None

4. **Certificate of 2017 Election** – Bille reported that all votes had been tabulated by the League of Women Voters of the Pikes Peak Region. The LWVPPR and Bille, as Vice-President, have signed the certificate of approval for the election. The final vote tallies were:

   Rich Wretschko  451
   Ed Miller        325
   Lee Hanson      359
   Brad Gleason    432

   *There were (4) individual write-in votes.

5. **Election of President** – Bush made a motion for Bille to be President, seconded by Suhr. Motion passed unanimously.

6. **Election of Officers** –

   Vice-President - Cunningham made a motion for Bush to be Vice-President, seconded by Suhr. Motion passed unanimously.

   Secretary/Director of Community Outreach – Bush made a motion for Cunningham to remain as Secretary/Director of Community Outreach, seconded by Suhr. Motion passed unanimously.

   Treasurer – Benjamin made a motion for Hanson to be Treasurer, seconded by Bush. Motion passed unanimously.

7. **Election of Directors** –

   ACC – Bush made a motion for Benjamin to be Director of Architectural Control, seconded by Suhr. Motion passed unanimously.
Common Area – Cunningham made to motion to retain Wretschko as the Director of Common Areas, seconded by Bush. Motion passed unanimously.

Covenants – Benjamin made a motion for Suhr to be Director of Covenants, seconded by Bush. Motion passed unanimously.

WPS – Suhr made a motion for Gleason to be Director of Public Safety, seconded by Bush. Motion passed unanimously.

Forestry – Bille stated that due to the Board vacancy by Bassett (who has one year left of his three-year term), the Director of Forestry will be appointed by the Board at the February 22, 2017 regular monthly Board meeting. An email blast will be sent out asking for residents to submit their names to be considered for the position.

8. Financial Account Authorizations – A motion was made by Benjamin to remove Erik Stensland as a signer on the bank accounts. The new signers will be: Peter Bille, President; Brian Bush, Vice-President; Jennifer Cunningham, Secretary; and Lee Hanson, Treasurer. Motion was seconded by Suhr. The motion passed unanimously.

9. Board Meeting Dates/Time – Cunningham made a motion to set the Board meeting dates and times for 2017 as the fourth Wednesday of each month at 7 pm, with Executive Session starting at 6 pm, with the exception of the May meeting, which will be held on Thursday, May 25th (previously approved by the 2016 Board), November 15th meeting due to the Thanksgiving holiday, and December 20th meeting due to the Christmas holiday. Motion was seconded by Bush. Motion passed unanimously.

10. Hearing Meeting Dates/Time – Benjamin made a motion to hold the Covenant Hearings on the second Wednesday of each month at 6:15 pm, seconded by Suhr. The motion passed unanimously.

11. ACC Meeting Dates/Time – Bush made a motion to approve the ACC Meeting dates as the second and fourth Tuesday of each month at 7 pm, except December when there is only one meeting, and to appoint the following as committee members: Mark Ponti, Ted Filzen, Bob Gountanis, Anne Stevens-Gountanis, Edwards Miller, Elizabeth Miller, Rich Wretschko, and Mike Wangeman. The motion was seconded by Benjamin. The motion passed unanimously.

12. Benjamin made a motion to allow the ACC Administrator, Bob Pearsall, to approve the following in the office without prior ACC approval:

   a. Certain Miscellaneous Projects for calendar year 2017. Approvable Miscellaneous Projects are listed in the Project Design Standards Manual, Chapter 5, Section I, on page 16. All other Miscellaneous Projects, Major Modifications, and New Construction projects will still require ACC approval.

   b. Compliance fee deposit refunds up to $500.00 for calendar year 2017. Refund approval will also require the signature of the WA Administrator/Manager for processing. All other refund requests will be referred to the ACC for review before approval.

   c. Routine Change Orders for all projects. ACC Administrator will reserve the right to refer any Change Order that is deemed to be extensive to the ACC for review before approval.

The motion was seconded by Bush. The motion passed unanimously.
13. Bille requested that the motion to delegate to the Director of Forestry the authority to review and approve all tree requests and Firewise lot evaluations be tabled until a Forestry Director has been appointed.

14. Bush made a motion to delegate to the Director of Covenants the authority to approve home-based business applications without prior approval or consultation with the Architectural Control Committee for calendar year 2017. (Authority of the ACC to approve home-based business applications is found in Article V, Section 10 of the Declaration of Protective Covenants.) The motion was seconded by Suhr. The motion passed unanimously.

A motion to adjourn was made by Suhr, seconded by Bush.

The meeting adjourned at 7:11pm.

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Jennifer Cunningham, Secretary

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Date