WOODMOOR IMPROVEMENT ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS MEETING
January 22, 2014

EXECUTIVE SESSION – 6:00pm – 7:02pm

One (1) personnel and two (2) legal matters were discussed.

BOARD MEETING

1. Call to Order – Hale called the meeting to order at 7:05pm.
   Board members present: Jim Hale (President); Kirstin Reimann (Vice President); Jeff Gerhart
   (Secretary); Tom Schoemaker (Treasurer); Eric Gross (Director of Forestry), W. Lee Murray
   (Director of Common Areas); and Darren Rouse (Director of Architectural).

   Board members absent: Anne Stevens-Gountanis (Dir. Community Affairs); Per Suhr (Director
   of WPS) both with excused absence.

   Staff in Attendance: Matt Beseau (HOA Manager); Kevin Nielsen (WPS Chief).

   Visitors present: Liz Miller, Ed Miller, and Harriet Halbig (Our Community News).

2. Approval of Agenda – Hale asked if there were any changes to the agenda. There were no
   changes. Gerhart then moved to approve the agenda, seconded by Gross. The motion carried
   unanimously.

3. Approval of Prior Meeting Minutes – Hale asked if there were any changes or corrections
   necessary to the December 18, 2013 meeting minutes. There were no changes and a motion to
   approve the December 18, 2013 meeting minutes was made by Gross, seconded by Murray.
   The motion carried unanimously.

4. Owners Comments. – None

Reports

5. President’s Report – Hale thanked all outgoing board members for their service to
   Woodmoor. He said Stevens-Gountanis has served her community for 12 years as a board
   member and ACC Committee member. Murray has served for 4 years on the board and has
   done some really good work on the common areas and barn grounds, and Hale thanked
   Reimann who has served for three years and was Vice-President. Hale said that Reimann is
   running for a 2nd term and hopefully she will be re-elected.

   Hale said that the WIA Board of Directors re-organization meeting with the three newly elected
   directors will be held on Wednesday, January, 29, 2014 at 6:00pm.

   Hale also reported that he attended the last NEPCO meeting informed the board about topics
   he would like WIA to consider:
• Robin Roberts (guest speaker) said that there is a new 211 phone system setup for elderly people. He asked Chief Nielsen to look into it and see if can get the work out to residents who may need it.

• “How to handle rebuilds after a devastating fire” and rebuilding a community. Hale requests WIA look into the information on this subject concerning ACC process and Forestry.

• Hale requested that WPS and WIA Forestry look into and map dead trees in County Road easements and identify road hazards (overgrown trees/shrubs) and work with the County to remove these hazards. Nielsen stated that he has already done so and did not get any commitment from the County to help with this.

• Hale also discussed Palmer Lake considering marijuana sales and the affect on the tri-lakes communities especially relating to a higher volume of traffic.

6. Vice-President’s Report – No report.

7. HOA Manager’s Monthly Report – Beseau reported on the following:
   * A new proposed House that would limit/cap administrative fees on homes sold in CO
   * He said that WIA currently charges less than most HOA’s in our vicinity
   * Beseau reported that WiFi has been setup for staff use
   * WIA phone service Micro-tech-tel has recently changed their business name to New Cloud
   * As directed and approved by the Board, a Reserve Study update with site visit has been implemented (this is done every few years).
   * Beseau said that a “Meet the Candidates” meeting was held on 12/08/13 at 6:30pm and that five (5) residents attended.
   * Beseau thanked the directors for all of the data and slides they provided to complete the power point presentation for the annual meeting.
   * Informed the board that a recent change by Network Solutions may limit the email blast distribution numbers. More information is needed and then he will report to the board.

8. Treasurer’s Report – Schoemaker reported that WIA’s 2013 budget was 814.2K and that expenses were 809.1K which puts us at ½ of 1% under budget for the year. He said that we had higher miscellaneous income than expected in the range of about $90K. Additional expenses included furniture purchases, and we ended the year 5K under budget.

9. Covenants Report – Hale reported for December covenants statistics: 32 violations of several miscellaneous categories, with the highest number: junk/toys/garbage (8), slash/dead trees (7), fences and trailer were each (4). He said violations this time of year are lower.

10. Public Safety Report – Chief Nielsen reported that there were 2 additional reports of mail theft last week (Friday- North WIA), with a vehicle description of a white pickup with 2 men in it. He said although WIA has not seen much of this, a way to prevent this would be to purchase lockable mailboxes. He encourages all residents to be vigilant in monitoring for identity theft and consider replacing current mailboxes with locking ones or a post office box.

11. Architectural Control Report – Rouse reported that we now have a new Project Design Standards Manual (blue paper) now called the “PDSM”, which includes a separate “Quick Reference Guide” that the board can make changes to “as necessary”. He said the revision was posted on the WIA website for member review and feedback. He said there was minimal feedback which the WIA staff responded to. The PDSM was approved by the board on January 08, 2014 by motion.
Motion
On 01/08/14, via email, a motion was made by Rouse to approve the Design Standards Manual revision which is now called the Project Design Standards Manual (PDSM), seconded by Gross, the motion passed unanimously.

Rouse reported there were 7 project applications for December all miscellaneous, but projects will pick up in 2-3 months. He said there were two (2) new builds approved in January.

12. Forestry Report – Gross reported there were 253 forestry lot evaluation requests for the year. The breakdown consisted of: Forest Health (36), Firewise (209), and Common Area (8).
- 100% of the Forestry Wildfire Fuels Reduction Grant award has been spent (30K), all of which was utilized by WIA owners.
- The first Firewise Committee Meeting of 2014 was held Jan 11, 14 and tentative events/dates were discussed and new “Firewise Advisor” badges were ordered.
- Research and applications will be done for any 2014 Wildfire programs that open up

2014 Events:
- “Do it yourself Fuels Mitigation Principals” and “Parade of Firewise Homes in Woodmoor” event. Sat, April 25-26 with location TBD
- 2014 Chipping/Slash Disposal Days-multiple Saturdays as time and budget permit starting in May
- 2014 Firewise Community Day: tentatively set for Sat, June 21, 14 at the Barn
- 2014 Panel of Experts Community Discussion Meeting – date & place TBD

Motion:
A motion was made by Gross to appoint the following 2014 Firewise Committee members: J. Woodman, C. Streit-Carey, E. Gross, and B. Lockwood. The motion was seconded by Reimann. The motion passed unanimously.

Motion:
A motion was made by Gross to appoint the following 2014 Firewise & Forestry advisors: B. Nealon, J. Woodman, C. Streit-Carey, E. Gross, and B. Lockwood, J. Gerhart, D. Green, K. Green, R. Schulthess, E. Bruck, and G. Fooks. The motion was seconded by Reimann. The motion passed unanimously.

13. Common Area Report – Murray reported that the water fountain in front of the WIA had been broken and a new replacement was purchased and paid for by the responsible party who broke it. It will be installed in late spring. He also reported that WIFI has been setup for staff to use, a new dedicated electrical outlet was installed in the lobby due to circuit tripping when more than 1 appliance is plugged in. He also said that a few pieces of new furniture were purchased for the lobby, barn, and deck (some due to broken furniture).


Old Business
15. Project Design Standards Manual Update- This was covered under the Architectural Directors report.

New Business
16. **Election/Annual Meeting update** – Gerhart (Treasurer) reported that to date there are 400 ballots received, which exceeds the quorum requirement to hold the meeting. Beseau informed the board that plans are going well for the Annual Meeting, and the Women’s League of Voters will perform the count again this year the day after the Annual Meeting. The meeting is set with LPSD and will be held at the Middle School on January 27, 2014 with sign in at 6:30pm.

**Motion:**
A motion was made by Gerhart that the Board has elected to vote the proxies, seconded by Reimann. The motion passed unanimously.

**Motion:**
A motion was made to adjourn by Hale, seconded by Gross and the formal meeting adjourned @ 7:47 pm.

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Jeff Gerhart, Secretary

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Date