

HCH Community Improvement & Recreation Association
Board Meeting
Monday, January 11th, 2011

Attendees: Gary Roberts, Steve Ray, Carolyn Piro, Dan Madigan, Sally Leibbrandt
Also in attendance: Mark Johnson of Beavers Management Company

Call to order Steve Ray, board president called the meeting to order at 6:10p. A quorum was present.

Collections Update Report by Heather Hartung

Heather confirmed that Carolyn Cole is paid and current. The board should monitor ongoing payments.

As of December 16, 2010, HindmanSanchez is proceeding with the Stone/Zwicker foreclosure. The papers have been served and Jonah Hunt, partner at HindmanSanchez is handling the process. He is waiting for their response which is due later this month.

The Dolores F Stapp Trust has been on hold. Heather recommends the board reconsider this status. Since it has been since August 2, 2010, we should probably send another demand letter.

Motion: Dan Madigan made a motion to send the Stapp Trust to foreclosure, and as part of this process, HindmanSanchez is to send another 30 day demand letter.

Second: Sally seconded the motion

Approved: The board unanimously passed the motion.

Meeting Minutes

The minutes of the October 5, 2010 meeting were reviewed. It was noted that David Firmin's name was spelled incorrectly.

ACTION

Motion: Dan made a motion to approve minutes as revised.

Second: Carolyn Piro seconded the motion.

Approved: The board unanimously approved the minutes.

Management Report

Mark Johnson reviewed the recreation center usage statistics for November through present. Usage was up 8% over same time last year. Staffing was increased over the holidays.

Mark reviewed the maintenance Report for the 4th quarter of 2010. There were no extraordinary items.

An incident on 12/20/10 at the recreation between the staff and a guest was discussed. The staff member handled this appropriately. The board encourages Mark's staff to call the police in incidences like this. Mark & Sally will work together to develop staff front desk emergency and safety policies and present them to the board for approval at the next meeting.

The current security system at the recreation center is quite old and in need of repair. The estimated cost to replace the wiring, cameras and switch box is \$2,000 but the system has limitations. Some areas in the facility do not have cameras (ex. front entry) and there is no recording of activity. Mark obtained two bids for a new, upgraded system. The bids don't appear to be quoting similar equipment so Mark will work with Michael's Audio to resubmit a bid with equipment similar to the other bid. This information will be distributed to the board via email. The board discussed the importance of ensure the quality of the vendors. Mark has worked with both vendors previously.

ACTION

Motion: Steve made a motion to move purchase and install new video surveillance system for the recreation center to include a minimum of 6 cameras with capability for expansion to include DVR, recording for up to one week, motion activated recording, and internet access.

Second: Carolyn seconded the motion.

Approval: The board unanimously approved the motion.

Sally suggests all R to A

Firefighter Appreciation Dinner

On behalf of the board, Mark orchestrated a thank you dinner for E Grand/Granby departments and the local police department dinner at Smokin' Moe's on Nov 19th. Attendance wasn't what we hoped but the wives and kids came. In Mark's words, "It was a fantastic success." Everyone was very appreciative.

CPA Review

We currently have two bids for a complete review of our accounting records. Tim Day \$3500; David Pope \$1500. Mark has leads for three more firms. Sally will research one possibility and follow up with Mark. We would like to have this work done prior to the next annual meeting.

Website

We have yet to update the current minutes on our website that is hosted with Rocky Mountain Internet. An idea was presented to load the documents on to Association Online – with a link from our current website. Sally will mail minutes to Mark's office as PDF documents for posting once they are approved by the board.

Mountain Parks Electric Rebate

Building 21 (Upsilon Condo Association) rebate is still due to the HCH CIRA. Dan reminded the board that the 2009 (Dan is this correct?) check was mailed to Upsilon and deposited into their account. The accountant in turn cut a check to HCH CIRA for 90% of the total. Dan did not deposit the check as the issue of who should get the rebate had not been clarified. That check is now void. At the annual meeting, it was decided that the CIRA would retain Building 21 the board records. to

Financial Review

Financials were distributed prior to the meeting. There were no questions/concerns.

Next Meeting

Tuesday, March 15th 6p HindmanSanchez offices

Possible agenda topics:

2011/2012 budget – how do we want to approach the budgeting process?

Prepare 2011 Annual Meeting Agenda – draft agenda; send out notices to board presidents (possible agenda items: creating individual HOA accounts with MPEI; new CO HOA office of dispute resolution)

There being no other business, the meeting was adjourned at 8:00p by board president, Steve Ray.

Respectfully submitted,

Sally Leibbrandt
Secretary

Follow up/Action Items

Mark

Request clarification from Michael's Audio on the bid. Ask him to rebid with equipment similar to the other bid and will share the bid with the board. Ensure quality of the vendors.

Obtain bids for additional items requested for the Bldg 24 water agreement

Mark will send a copy of the HindmanSanchez article on the HOA Dispute Resolution office to the board.

Work with Sally to develop front desk emergency & safety policies. Bring to the next board meeting.

Obtain one more CPA bid for HCH CIRA "review".

Sally

Edit 10/5/10 minutes complete

Draft minutes for 8/5/10 board meeting; Mark to edit

SWL to draft the resolution regarding CIRA's retention of MPEI rebates to David for review; Pass along to Steve for signature complete

Work with Mark to develop front desk emergency & safety policies

Contact local Denver CPA re: bid for HCH CIRA review. Follow up with Steve, Mark and Dan.

Dan

Dan to speak with David Firmin regarding minutes listing HOA names in the minutes as opposed to using unit #s. Follow up w/Sally to confirm the process.

Steve

Work with David Firmin on the building 24 water agreement to bring to conclusion.