

THE MEADOWS AT COAL CREEK HOA SPECIAL BOARD MEETING MINUTES
November 7, 2023

Call to order: 6:03 pm

Attendees:

- Board Members Present: Mark Holmes, Bill Nelson, Carrie DeGraw, Gerry Phillips and Larry Brassem
- Special Guests: Christine Martin & Ellen Hickernell (bookkeeper)

Approval of Previous Minutes

- Carrie suggested that the following be added to the minutes:
- A homeowner objected to the restriction of fence style bordering the city open. space. The board stated that an amendment to the PUD is required to change the fence style. This will be investigated further.
- Carrie motioned to accept the changes to the meeting minutes.
- Mark seconded.
- The vote to accept the change to annual meeting minutes was unanimous.

Agenda

Interview Christine

- Ellen was asked to briefly discuss her role as bookkeeper.
 - She sends out the invoices to HO for annual dues.
 - She stated that new checks are required for the new routing number.
 - She picks up the checks for dues from the P.O. Box.
 - The treasurer will write checks for any reimbursement.
- Continue with interview
 - Christine was asked about her background and why she has an interest in going the HOA board.
 - She stated her desire to support her neighborhood is what motivates her.
 - She has started several businesses during her career and has set up accounting for those businesses.
 - Her training in accounting has been practical not academic.
- Discussion on Status Letters
 - Carrie had stated the HOA Board insurance policy should not be included on the status letter to buyers.
 - It can create a false impression that it would apply to homeowners.
 - Gerry objected and believes it is valuable information to have as a buyer.
 - Carrie motioned to remove the HOA Insurance policy from the status letter.
 - Bill seconded.
 - The motion failed 2-3.
- Dismiss Christine & Ellen when complete

- Christine & Ellen were dismissed from the meeting.

Interview Results

- All board members present were impressed with Christine's qualifications & motivation.
- Bill Motioned to appoint Christine to the HOA Board.
- Carrie Seconded.
- Vote to appoint Christine to the board as treasurer was unanimous.

Assign Check Writing Authority

- Bill motioned to assign Christine & Mark to be signers on checks.
- Mark Seconded.
- Discussion
 - Gerry suggested we also fill out a form he had used previously.
 - The form is filled out by the secretary and authorizes who can sign checks for the HOA.
 - It was agreed to fill out the form and include it with the minutes from the meeting.
- Vote to accept Mark & Christine as signers was unanimous.

Discuss Letter from homeowner

- It was decided that a direct response to the homeowner is not required.
- An email to all homeowners will be sent.

California Fence Resolution

- A letter to homeowners will clarify that a PUD must be amended to change the style of fence on the perimeters and open space.
- Per the MCC C, C, & R Article VII, Section 2.a 66 2/3 of membership in the association is required to amend any section of the C, C & R prior to submitting an amended PUD to the City of Louisville Planning department.

HOA Board Changes

- Carrie mentioned that Mark be assigned President & Randy Rose as member at large.
- Bill Seconded.
- Vote to accept Mark as president and Randy as member at large was unanimous.

Communication to Homeowners

- In addition to the statements regarding the California fence. the following will also be communicated to all homeowners:
 - Apologies on behalf of the HOA Board for allowing the meeting getting out of hand.
 - The following changes have been locked since the annual meeting.
 - The treasurer has resigned

- The board has appointed Christine Martin to the HOA board as the treasurer
- The board elected Mark as the president
- The board has assigned Randy Rose as a member at large

General Discussion

- The board agreed to let Derek form an open space fence compensation committee to develop a proposal for compensating homeowners for maintenance of the California fence.

Meeting Adjournment

- Mark motion to adjourn the meeting
- Carrie seconded
- The motion to adjourn the meeting was approved at 7:09 pm