

CKSII HOA Board Meeting Minutes from September 14, 2021

Call to Order: President Tom Schicktanz called the HOA Board of Directors meeting to order at 7:05pm. Board members Josh Kunkel, Elizabeth Nelson-Hulse, Chris Reynolds, and Andi Erpelding were in attendance, confirming a quorum. Greg Bishop from Maximum Property Management also attended.

Approval of Minutes: A motion was made by Tom and seconded by Andi to accept the July 13, 2021 minutes as written. The motion was passed unanimously by the Board.

Old Business

- Park Light Status - The light was installed in August and is working well. We thank Elizabeth Nelson-Hulse for her leadership on this project!
- Shade Structure Status – The permit is in the review process now with some questions from the Plan Review Department of the State of CO. The shade structure can be installed shortly after the permit is obtained.
- RV Screen on Yarrow Ct Status - Working to schedule a meeting with the homeowner.
- Board Position Descriptions - The position Descriptions are final, pending the bylaw discussion planned during this meeting. They will be accessible to all HOA members to review as questions arise and to share with potential new HOA members.
- Rules and Regulations (R&Rs) Update – We have a strong draft and Tom will review it in the next few weeks.

New Business

- Vacant Board Seat Appointment - our Treasurer, Pam Horiszny has moved out of the community. Maximum sent a community email blast asking for anyone interested in joining the Board to contact us. Bob Haberkorn expressed his interest in joining the HOA Board. Tom made a motion to elect Bob to fill the board seat vacated by Pam and Andi seconded it. The motion was passed unanimously by the Board. Tom offered all Board members the opportunity to perform the Treasurer position. After some discussion, Tom nominated Bob to be the Treasurer and Andi seconded it. The motion was passed unanimously by the Board. We thank Bob for his generosity and welcome him to the Board!
- Bylaws Language Change. There are two proposed changes to the bylaws. Greg will coordinate with our attorney and present these to the HOA membership at the November Annual meeting for a vote. Tom moved that the Board approve these changes and Chris seconded it. The motion to present these changes at the Annual Meeting was passed unanimously by the Board.

The changes are:

Article III, Section 4. Elections:

The Board of Directors shall consist of seven members and shall be elected by the general membership at each Annual Meeting. The term of each Director shall be for two years with ~~four~~ ~~three~~ Directors elected in even numbered years and ~~three~~ ~~four~~ Directors elected in odd numbered years. In the event the Annual Meeting is delayed due to weather, lack of quorum, and other emergencies beyond the control of the Board, the terms of the existing Board shall extend automatically until a new Board is elected.

Article IV, Section 1. Officers:

d. Treasurer: The Treasurer shall be elected by the Board of Directors by a majority vote. The Treasurer shall handle the financial matters requested by the Board of Directors and shall receive and disperse all

monies as authorized by the Board of Directors. The Treasurer shall prepare an annual financial statement which shall be submitted to the membership at the Annual Meeting. The financial records of the Association shall be in the Treasurer's care and shall be open to the membership of the Association. ~~Checks written by the Treasurer, in excess of \$500, shall bear the signature of the Treasurer and one other Board member authorized to sign on the account; excepting the monthly checks for Trash Service and Property Management Services.~~ Accounts payable checks for amounts in excess of \$500, shall bear the signature of the Treasurer and one other Board member authorized to sign on the account or shall have electronic approval by the Treasurer and one other Board member authorized to approve the payment prior to the payment being released by the Management Company; except the monthly checks for Trash Service and Utility Services, which may be setup with automatic payments.

- US Bank Signers on Remaining CD – Bob Haberkorn, Tom and one other Board member, will refresh the signatures on the card.
- Director and Officer (D&O) Insurance update. The D&O is now with the new insurance carrier, United States Liability Insurance company and the premium has been paid.
- 2022 Budget Planning - Greg will work with Bob (our new Treasurer) to propose a budget that the Board can review ahead of the Annual Meeting.

Treasurer's Financial Reports

- Tom reviewed the July and August financials as prepared by Maximum. We are currently ahead of budget due to Trash Fee income and a Legal reimbursement. In our Social Activities we over budget to cover the E-waste and Recycle event.
- We also discussed the need for additional maintenance in our community (sidewalks, trees, shrubs blocking walkways). The Board will discuss this at the Budget Planning Meeting.

Management Report

- Greg Bishop from Maximum Property Management reported the HOA membership total at 380 homeowners, with 169 permanent members, 211 voluntary members and 151 non-members. All Permanent Members have paid 2021 dues and all are current in HOA payments.
- Home resales: We had 10 closed and processed, 1 pending with status letter.
- Violations Processed: 7 created, 38 closed, 5 escalated, 4 re-opened.

ACC Reports

- Greg Bishop from Maximum Property Management reported July & August 2021 ACC Requests. We had 25 new requests, 18 approved, 6 pending, 0 on hold, and 1 declined.

Welcome Committee/Social Committee

- Welcome Committee – The Welcome Committee is back after a Covid-19 related hiatus. The committee has delivered 32 welcome boxes in July and August. These boxes contain a variety of gifts, cookies, helpful information, and coupons from different businesses.
- Movie and Music at the Park – This is the first year we collaborated with the Coronado PTA and hosted this as a joint event. It was wildly successful with between 300-400 in attendance. The band played great music and interacted well with the crowd (especially the kids). Both Food Trucks had steady patrons and attendees had access to the restrooms inside the school. We would like to continue hosting this as a joint event Coronado.

- Parade of Lights tentatively **planned for Dec 5, 2021!** We are still working out ideas for the event, thinking we will start and end in the Coronado Parking lot, with a party at the Coronado parking lot after the parade. We have a couple of Board members who could bring some portable fire pits and lights. Brenda Abbott will take the lead in organizing the event. If you have ideas or would like to help, contact her at babsabbott303@gmail.com.

Homeowner Forum

We had one homeowner, Mark Stanford, join to listen in.

Future Meeting Dates

- Annual Meeting: November 9, 2021 at 7pm. We may try to host this in-person at Coronado.
- Monthly Board Meeting: December 7, 2021 at 7pm on Zoom.
- Check www.cksii.org for the meeting links.

With no additional business, Tom adjourned the meeting at 8:28pm.