

Douglass Ranch Homeowners Association

Meeting Minutes of the Board of Directors

January 5, 2009 (Approved March 16, 2009)

A board meeting consisting of the following members convened at the home of board member Susan Festag:

Tom Washburn	President	303-838-2225	tom.n.washburn@lmco.com
John Alme	Vice-President	303-838-4011	norskejohn@aol.com
Terry Sickler	Treasurer	303-816-2090	Terry.I.Sickler@lmco.com
Susan Festag	Secretary	303-816-1348	kpfestag@wispertel.net

1. **Call to Order** - The meeting was called to order at 7:05 p.m. by Mr. Washburn.

2. **Review/Approval of Meeting Minutes**

- a. Minor typographical corrections were made to the draft meeting minutes of December 15, 2008.
- b. A motion to approve the minutes as corrected was made by Mr. Alme. Seconded by Mr. Sickler. The motion passed unanimously.

3. **Reports**

- a. Treasurer
 - i. Mr. Sickler presented a January-December 2008 Profit & Loss statement, a 2008 Annual Budget updated through December 9, 2008, and a December 2008 Financial Status. He reported that transfers to the road fund were made as projected and that there are no current delinquencies in HOA dues.
 - ii. Mr. Sickler informed the board members that we need new signature cards for our bank accounts to remove former board members Rick Koth and Tom Sosnowski. The new signature cards will be signed by Tom Washburn, John Alme, and Terry Sickler.
 - iii. Discussion followed using 2008 information as a basis to evaluate the proposed 2009 annual budget. At the conclusion of this discussion, Mr. Washburn moved to approve the 2009 Annual Budget. Mr. Alme seconded the motion. The motion passed unanimously.
 - iv. There were no Senate Bill 2005-100 requests.

4. Open or Discussion Items

a. Conifer Main Street Loop Project

- i. Mr. Alme is on the e-mail distribution list and he will monitor this project and forward information to the board as needed.

b. Change of Front Entrance Colors

- i. The board discussed the e-mail from Kim Thulin suggesting a color change to the Douglass Ranch entrance sign and possibly changing the mailbox posts to match the new color scheme as well. The board determined that this is an issue that should be presented to all the Douglass Ranch property owners. They also determined that more information was needed. Mr. Sickler will contact Ms. Thulin to request that she provide a more detailed proposal including defining the scope of the project and submitting color samples. After review of a more detailed proposal and after submission of that proposal to the property owners for comments, the board will determine if further action is required. If, and only if the board determines that further action is appropriate, will any bids be solicited.

c. Newsletter

- i. The board determined that the 4 newsletters per year schedule is appropriate and will be continued in 2009.

d. Mailbox Compliance

- i. The board determined that the neighborhood is generally in compliance with the mailbox requirements. No action should be taken on any individual mailbox unless a full review of all mailboxes is done. The board generally agreed that this action is not necessary at this point in time.

e. Shaffers Ranch Progress

- i. Mr. Alme will monitor and report back on this project as needed including gathering information on the Glen Elk case that is currently pending in Jefferson County District Court.
- ii. Mr. Washburn will contact Rick Koth to get information about continuing to monitor the mailings from Jefferson County.

f. Repaint Street Signs and Posts

- i. The stop sign at Meadowridge Lane has been replanted. Mr. Sosnowski sent a response to the e-mail from the Meadowridge Lane/Gordon Court homeowners concerning snow plow and road condition issues.
- ii. The matter of repainting was tabled pending updated information on the proposed changes to the Front Entrance Signs detailed in item 4(b)(i) above.

5. New Business Items/Updates

a. Annual Meeting Minutes

- i. Mr. Washburn will distribute the proposed minutes of the annual meeting for the board's approval via e-mail.

b. Firewise Community Assessments

- i. The board has not received a written report concerning the Firewise Community Evaluations. Ms. Festag will contact Joe Page, the Firewise Liaison at the Elk Creek Fire Protection District, to determine the status of this report.

c. Douglass Ranch HOA Committees

- i. Roads and Grounds - Mr. Alme moved and Mr. Sickler seconded a motion that Mr. Sosnowski be reappointed as Chair of the Roads and Grounds Committee. The motion was passed unanimously. Mr. Alme will inform Mr. Sosnowski of the board's action. Mr. Alme will also ask Mr. Sosnowski if he has any recommendations to propose to the board concerning the Annual Road Plan.
- ii. Design Committee – Ms. Festag moved and Mr. Washburn seconded a motion to appoint John Alme as the Design Committee chair. The motion passed unanimously. Mr. Alme will contact Mr. Norm Dunn to collect any materials which may include design plans for various homes. The design plans will be offered to the individual homeowners.
- iii. Hospitality Committee - Mr. Washburn will contact the 2008 Hospitality Committee members (Dianne Moats, Kay Collier, and Pam Sickler) to determine if they want to continue on this committee. He will also ask if the committee is willing to take on a project to update the Homeowners' Directory.

6. Calendar

- a. The board determined that it would continue with the calendar schedule as detailed in the agenda. The board confirmed that there will be no annual picnic.

7. **Next Meeting** - The next meeting will be held on Monday, March 16, 2009, at Mr. Alme's home.

8. Adjournment

- a. A motion to adjourn was made by Mr. Alme and seconded by Ms. Festag. The motion passed unanimously. The meeting was adjourned at 9:20 p.m.

Respectfully Submitted,

/s/ Susan Festag, Secretary
Douglass Ranch Property Owners Association