

2019 Annual Meeting Minutes
Windsor Park Homeowners Association

Tuesday, January 29, 2019 the Windsor Park HOA Board of Directors held the 2019 Annual Meeting at the Fruita Community Center. Board members present; Phillis Bowers President, Judie Chapin Treasurer and Secretary. Rob Bergen Board member and Irrigation Liaison and Jennifer Springstead Board member and Carrie Grubbs Manager of *Monument Management*, the property management company for Windsor Park. The meeting was called to order at 6:00 pm by Phillis Bowers.

President Phillis Bowers introduced the board members and introduced Jennifer Springstead a new board member appointed by the board after Cindy O'Shea resigned her board position when moving out of state.

Phillis turned the meeting over to Carrie Grubbs of MM who then presided over the meeting.

First on the agenda was the presentation and approval of the 2018 Annual meeting minutes, a handout of the minutes was available so reading of the minutes wasn't necessary and a motion was made and seconded to approve the 2018 Annual meeting minutes as written.

Carrie gave the financial report detailing the changes from last year to the upcoming expenses budgeted for 2019. Questions were asked and answered regarding 2018 expenses that weren't budgeted items in 2018; the removal of the traffic circle at the entrance of Windsor Park, the removal of the large tree by the townhomes and Pine street and the insurance deductible WP paid for the irrigation water damage to a property owner's residence. The planting of shrubs in the common area planters was a scheduled expense approved previously but had never been completed.

New expenses for 2019 include a State Farm insurance policy increase, legal expenses for an attorney for the collection of past due assessments, replacement of mulch to common area planters, and the possibility of turf repair. The increase of legal fees will be necessary for the collection of past due HOA assessments and will be the number one priority for 2019 using an Attorney at Law who specializes in HOA collections to proceed until money is collected and/or to foreclosure as allowed per WP's CCRs if necessary.

U.S. Lawn's contract was renewed for the 2019 landscape season, some issues were discussed and the majority of those present agreed to use them for at least one more year.

Rob Bergen WP's irrigation contractor explained some of the issues to expect during the spring start-up period. The watering schedule for the irrigation season will be night time watering to reduce the amount of evaporation and for residence convenience. For irrigation problems and/or emergencies, call Monument Management's 24-hour phone number, Carrie Grubbs will either address the problem or pass it onto Rob Bergen.

Several property owners asked what is being done about residences out of compliance, example too many cars parked in front of houses, trash cans in view, homes in need of painting and upkeep.

Carrie Grubbs explained during the winter months enforcement will be limited and as soon as warm weather arrives she will be more diligent in seeing that property owners are in full compliance with the CCRs.

Judie Chapin explained in the past the enforcement of WP's covenants had not been pursued and that Monument Management will be proactive in this area and will notify by letter addressed to residents and/or owners if they are out of compliance to include any follow-up necessary.

Carrie then presented the 2018 HOA Board Approved Budget, a motion was made, seconded then approved by attending HOA members as a quorum was not required.

The ballot for new board members was next on the agenda with one name listed, Jennifer Springstead. Carrie asked if any members from the floor would like to be placed on the ballot, with no volunteers a motion was made and seconded for Jennifer Springstead to serve one year on the board since there wasn't a quorum present for her to be elected for a three-year term. Of the 88 properties in WP only eight votes with six proxies were present of the required 18 for a quorum.

Board Officers and Members for 2019

Phillis Bowers – President

Judie Chapin– Treasure/Secretary

Rob Bergen – Board member - Irrigation Liaison

Jennifer Springstead – Board member

Carrie informed those present of nine new Policies and Procedures that have been mandated by the State of Colorado CCIOA for all HOA's in the state. WP needs to write seven new procedures and update two; this will be addressed by the board in the coming months, written then reviewed by our attorney before being distributed to WP HOA members.

A summer meet and greet in the park scheduled at last year's annual meeting did not take place and the board agreed this needs to be a 2019 summer project.

Carrie asked for more questions from the floor with no questions. Phillis Bowers adjourned the meeting at 6:45 pm.

Submitted by:

Judie Chapin - Secretary WPHOA