

**CANYON VIEW HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
Minutes of November 11, 2014**

PRESENT:	Jo Darnall	President
	Joe Hawkins	Vice President
	John Shepherd	Secretary Treasurer
	David Bartholomew	Director
	James Ervin	Director
ALSO PRESENT:	Keith Lammey	Association Manager
ABSENT:	None	

Pre-Meeting Owners Open Forum

In addition to the board, several Members attended the meeting. A few Members offered comments about maintenance concerns on or near their properties including, Bonnie Smeltzer who explained that she still believes that both the BMSA and Canyon View HOA water too much.

Board of Director's Meeting

The meeting was called to order at 7:05 PM by Jo Darnall, President.

Approval of Minutes

A **motion** was duly made by Dave Bartholomew and seconded by John Shepherd that the September 25, 2014 meeting minutes be approved. *Passed.*

Association Manager Report

The Association Manager's report was distributed and discussed. The report included the September 2014 financial reports. The most significant expense variations were discussed and the number and amount of past due receivables noted. The Association Manager explained what was being done regarding the past due receivables. A **motion** was duly made by Dave Bartholomew and seconded by Jim Ervin that the financial reports through September 2014 be approved as presented, subject to audit. *Passed.*

New Business

Review/Approve Audit Report for the Fiscal Year Ended March 31, 2014

The Association Manager reviewed the draft audit report for the fiscal year ended March 31, 2014 in substantial detail and recommended that the board accept the audit report as prepared. After a brief discussion regarding the importance of completing an audit, a **motion** was duly made by John Shepherd and seconded by Jim Ervin to approve the audit report for the fiscal year ended March 31, 2014 as prepared. *Passed*

Discuss Walker Electric Bid, 15 Poppy Ct.

The Association Manager explained the bid from Walker Electric for the cost to completely replace the underground electric line from the electrical box to the owner's electrical service box at 15 Poppy Court. The bid was obtained since there have been two failures in the underground electrical service at this

location in recent years. The bid was for \$1,700. After a discussion regarding the pros and cons of replacing the line vs. the prospect of all of the bad spots now having been replaced, the board reached a general consensus not to replace the entire line; however, if it fails again, to replace the entire service line rather than to repair the point that fails. (The two previous failures have been previously repaired immediately after the line break).

Discuss 1” to 3” Snow Removal Contract

The Association Manager explained that the driveway snow removal that has been previously offered to owners who may not be able to or choose to clear snow from their driveway and sidewalk when the new snow fall amounts are less than the required 3” before the Association removes the snow. The Manager explained that there is no cost to the Association to provide this service since the actual cost of the providing the service is billed to those owners who opt into the program. Further, he explained that, in order to minimize the administration of the program, owners have to opt into the program for the entire season rather than on a storm by storm basis. A **motion** was duly made by John Shepherd and seconded by Dave Bartholomew to authorize the Association Manager to offer the 1” to 3” snow removal program again this year, as described. *Passed*

Other Business

The Association Manager explained that he had recently received an estimate from Western Law Group for the cost of preparing a Maintenance Matrix for the Canyon View HOA. The Association does not currently have a short summary of what maintenance items are and what are not considered to be the responsibility – as defined in the declarations – of the Association. After a brief discussion of how helpful it would be for Members to have a quick reference to refer to regarding maintenance responsibility, a **motion** was duly made by John Shepherd and seconded by Joe Hawkins to authorize the Association Manager to spend up to \$1,000 for Western Law Group, LLC to develop the Maintenance Matrix schedule. *Passed*

Old Business

There was no old business to be discussed.

BMSA Delegate Report

John Shepherd, Canyon View’s BMSA Delegate explained that a) the 2014 Movies Under the Stars series had been exceptionally well attended and that the season had been expanded to five vs. four movies, b) that the BMSA was in solid financial shape, in part, due to the quality management provided by the BMMD, c) that although the possible transfer of the golf course and the recreation center to the Park and Rec District wasn’t on the recent ballot, it was expected to be on the ballot next year and d) that the median landscape improvements, including many new trees, had been completed on Spencer and Battlement Parkway..

Adjournment

With no further business to come before the Board, a **motion** was duly made by Dave Bartholomew and seconded by Joe Hawkins to adjourn the meeting at 8:11 PM.