

**DEER CREEK VILLAGES OWNERS ASSOCIATION
PO BOX 1142, CEDAREdge, CO 81413**

**MINUTES
Regular Board of Directors Meeting
December 8, 2022**

1. The meeting was called to order at 9:06 by Linda Scott, Secretary. In attendance were the four current board members for 2023 (Linda Scott, Tate Locke, Sharon Coquillet, and newly-elected board member Marcia Martin); Association Manager Tracy Brown; owners Lisa Joss, Jo Smith, and SanDee Pitman.
2. The minutes of the last regular BOD meeting on November 16, 2022, were reviewed; Ms. Scott moved to approve, Mr. Locke seconded the motion and the board voted unanimously to approve.
3. Marcia Martin was welcomed as the new board member. The second open board position did not have any other candidates running, however four people received one or more write-in votes. Steve Symmes received the most write-in votes; since he was not in attendance at either the annual meeting on 12/6 or at this meeting, to ask if he would be willing to serve, Ms. Brown will contact him to ask. If he is not interested, she will check with the others who received votes, the order of which will be based on number of votes received. One write-in candidate (John Farrell) was in attendance at the annual meeting and stated that he did not wish to serve at this time.
4. Ms. Scott reviewed the year-to-date income and expenses. Income through November 30 is 85% of the 2022 budget; expenses are 92% of what was budgeted for 2022. Several line items were discussed, including expenses incurred for the maintenance, watering, and lighting of the Stonebridge sign at the corner of Jay Ave. and Stonebridge Dr. Ms. Coquillet asked if it would be better to remove the sign in order to avoid continued costs. Mr. Locke suggested leaving the sign but replacing the grass and plants with stone to eliminate mowing and watering costs and replacing current lights with solar-powered ones. He estimated a \$3,000 initial cost, but it would save a lot of money going forward. Since the 2023 budget was not ratified at the annual meeting, the BOD decided to adjust the 2023 budget accordingly, along with several other line items in the 2023 budget that were felt to be underestimated, based on actual costs in 2022. Ms. Brown will check on other potential mowers for estimates, as Tumbleweed Wranglers were felt to be somewhat high for the amount of common area maintained; she will also check on whether we would qualify for reduced postage as a non-profit and whether it would be possible to use the Cedaredge High School Honor Society students to shovel snow from in front of the mailboxes. RV lot maintenance expenses should be lower next year, as it was graded/re-graveled this year so will only need to be sprayed for weeds in 2023, however Ms. Brown has ordered a security camera and five lights for the lot, so signage and installation of the security equipment will be an expense in 2023. Errors in the number of lots used to estimate income the past two years were discovered; the 2023 budget is based on 102 improved single-family lots, 34 improved townhome lots, 107 vacant single-family lots and 12 vacant townhome lots.
5. Ms. Brown reminded everyone to sign in on the sheet provided. She discussed how she viewed her role/duties versus those of the board members. Her regular office

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hours are Tuesday afternoons (1-5 pm) and Wednesday mornings (9 am-1 pm). She has had business cards made up and shared them with those present. She has been trying to gain access to the DCVOA website in order to update information, but has not been able to do so. The password that previous president Kelly Cowan was given by the previous manager does not work. Mr. Cowan and Tara FitzGerald will be asked if they could contact Ms. Gotchey to see if they can get the correct information. If access cannot be gained, it may be necessary to create a new website.

6. New BOD officers for 2023 were chosen: Tate Locke, president; Sharon Coquillette, vice-president; Marcia Martin, secretary; Linda Scott, treasurer. Ms. Martin moved we appoint the officers as listed; Ms. Scott seconded and the vote was unanimous.
7. Lisa Joss passed her BOD notebook on to Ms. Martin, who was also given a copy of Policy 2-Conflict of Interest to sign.
8. a. A brief discussion of the previous board's goals took place. It was felt that most of them are still appropriate, with perhaps a little tweaking, going forward. Mr. Locke suggested adding some additional goals, including adding to the reserves by exploring the possibility of selling some assets, such as the water tap for the Stonebridge sign and re-engineering the oversized retention pond on SE Pine to potentially make that a sellable lot. The goals will be discussed further and amended as seen fit, and shared at the January meeting.
b. The reserve study that was completed earlier this year (but is dated for 2023) indicated that our reserves are inadequate.
c. A lengthy discussion took place regarding the large short-fall in the 2023 budget and how best to solve that. Other than the representative of the townhomes, the remaining owners at the annual meeting indicated that they would prefer to increase the assessments (which have never been raised in the history of the HOA) rather than take the difference out of our reserves. Originally a \$25/quarter for improved lots, \$25/year for vacant lots increase was being considered, but that would still require some use of the reserve funds, which the BOD felt would be ill-advised. It was decided that raising the assessments \$35 each period instead should allow us to break even and not tap into the reserves. Ms. Coquillette moved the assessments be increased by \$35/quarter to \$110/quarter for improved lots and \$35/year to \$110/year for vacant lots, effective January 1, 2023. Ms. Martin seconded and the vote was unanimous.
9. The next meeting date will be January 18, 2023 at 9 a.m.
10. In other business, the lease that has been offered by Back 9 Equities for use of the building was discussed. Mr. Locke, as a partner in that business, recused himself from acting on the lease, but instead explained the reasoning behind the amount and what we would be getting for the \$500/month. Back 9 had requested the lease begin on December 1, however the board was reluctant to start the lease before January 1. Mr. Locke explained that internet had been installed in the building several months ago, primarily for HOA management's use, so it was decided DCVOA would pay \$470 for the installation and three months of internet use in lieu of starting rental payments in December. Going forward, the \$500/month rent will include all utilities and unlimited

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use of one office, a storage closet, as well as the large spaces and restrooms. Other options, such as meeting at the Lucky Shot restaurant at the golf course, renting a storage space for house plans/records, etc. were discussed, but there was still a need for office space for Ms. Brown and it would likely end up costing as much or more to rent spaces piecemeal. Consequently, Ms. Coquillette moved we accept the lease (with a few minor amendments), to start January 1, 2023. Ms. Martin seconded and the three board members (minus Mr. Locke) voted in favor. It was also moved to approve the amended wording in Policy 5 to reflect the new state statutes governing HOA enforcement and fines by Ms. Martin with Ms. Coquillette seconding; the vote for approval was unanimous. Ms. Brown also had several questions regarding how complaints are to be handled.

11. During open discussion, Ms. Joss clarified that the townhome subassociation could only access the main HOA reserves to help with their huge reserve shortfall by the percentage that the townhome owners had contributed to the HOA reserves--they could not "clean us out" to put toward their necessary maintenance.
12. Ms. Coquillette moved the meeting be adjourned at 12:38; Ms. Scott seconded and the board voted unanimously in favor.