



**Mountain Oaks Homeowners Association (MOHA)
Board of Directors Meeting Minutes
November 12, 2015**

The meeting was called to order at 6:30 pm by President Chris Tschan and adjourned at 9:00 pm.

Present:

Chris Tschan, President
Steve Carmichall, Vice President
Jill Mohler, Treasurer
Vince DeSandro, Member at Large
Bev Collins, Secretary
Dennis Collins, Special Projects

Next meeting date: To be determined

Website: <http://www.mountainoakshoa.org>. Board Meeting minutes and Board Member contact information may be accessed at the website. Email notice of minutes posted to website will be provided to members who have created website profiles. If you need help to create your profile, please contact bev@sitesandsounds.com. MOHA members are welcome to come to Board Meetings. Please let us know you are coming so we can plan adequate seating. (Email: bev@sitesandsounds.com)

Business:

1. Annual Meeting

The annual meeting will be held January 12, Tuesday, 2016 at our local Fire Station 26 Community Room, 4980 Farthing Drive, from 7:00 – 8:30 pm. Coffee and cookies will be provided. The meeting business will include a recap of the year's activities, financial records, budget for next year, announcements, and voting for 2016 Board of Directors. There will be open discussion on new policies required by CCIOA (Colorado Common Interest Ownership Act) policies.

The change to a January meeting was requested by a number of homeowners who have been unable to attend a December meeting.

The homeowner mailing will include:

- Annual meeting invitation
- Proxy Ballot
- 2016 Annual Dues Bill (same as last year - \$325)
- Updated MOHA map
- Architectural Request Form (new)

2. New snow policy for winter season 2015-2016

We will call our snow removal company to be placed in the queue for snow plows when the accumulation reaches 2 inches.

All sidewalks in the community will be plowed this winter season.

3. Policies to comply with Colorado HOA law C.R.S. 38-33.3-209.5.

CCIOA (Colorado Common Interest Ownership Act) requires HOAs to institute certain governing policies and procedures. The Board has been drafting the required documents for the past several months and will be sending them to Attorney Debra Fortenberry for compliance review next week. When completed, the policies will be posted to the MOHA website. The Board encourages all members to become familiar with the new documents. Members may bring question to the annual meeting in January. The policies are:

- Policy on Collections
- Policy for Board Member Conflict of Interest
- Policy and Procedures for Conduct of Meetings
- Policy on Covenants and Rule Enforcement
- Policy and Procedure for Inspection and Copying of Association Records
- Policy on Investment of Reserves
- Policy and Procedures for Conduct of Meetings
- Policy on Resolving Internal Disputes Between the Association and Homeowners
- Policy on Reserve Studies and Funding
- Policy and Procedure for Document Retention and Destruction
- Policy on Fees for Services

2. Architectural – Steve Carmichall.

The following architectural control requests were approved:

- 5144 Broadmoor Bluffs Drive: new roof
- 60 Mahogany Lane: garage door

Carmichall has prepared a form for submitting architectural requests. The form is available online at the MOHA website www.mountainoakshoa.org (Architectural link). You may review it at the end of this document.

3. Updated MOHA map

In reviewing the 4 county filings for MOHA, some inconsistencies were noted. One is that not all houses on shared drives are shown in the filings as common drives that are maintained by MOHA. The Board made a decision that we will remove snow from drives that are shared by two or more homeowners.

The updated map will also accurately define property which is maintained by MOHA and property which is owned by MOHA.

4. Landscaping

Please note the volunteer MOHA property cleanup done by one of our homeowners at NRR and BBD. Thank you Beth Haworth and Ross Sederburg!

Carmichall will ask our snow removal company (Landscape Specialists) if they have interest in plowing homeowner private driveways. If so, we will have information on cost and how to contract with the company available at the January meeting.

10. Website updates to be made after minutes are posted:

New 2" snow removal policy (change from previous 4" policy)
New neighborhood sidewalk snow removal policy for this winter season
Annual meeting date

11. Annual meeting presentation

Bev will provide a revised Power Point template to Board members to begin updating their area of responsibility for the annual meeting presentation in January.

MOUNTAIN OAKS HOMEOWNERS ASSOCIATION (MOHA)

Architectural Control Covenant Request Form

Homeowner Name _____

Property Address _____

Contact Info (Phone/Email Address) _____

Request is for:

-Painting:

Of What? _____

(House, trim, garage door, fencing, mailbox posts, deck, other)

Paint or Stain Color Name _____

Manufacturer _____

-Replacement:

Of What? _____

(Roof, deck, mailbox, fencing, windows, siding, brick, gutters, soffits, driveway, sidewalk, other)

Note: Roof must be tile, slate, metal or composition with dimensional shingle (no asphalt roof permitted). Hillside Ordinance does not permit shake roofs.

Material of Replacement Item(s) _____

Color _____ Manufacturer _____

-Landscaping: Please submit landscaping plan with your Request Form

-Contractor Info:

Name of Company_____

Contact Person_____

Contact Info (Phone/Email Address)_____

-When will work be accomplished? Date(s)_____

-Homeowner Signature _____

Date of Request_____

Please send your request to:

Steve Carmichall/MOHA ACC

stcrmch@aol.com

Phone: 719-332-6225

Architectural Control Action: For MOHA representative only

Your project is Approved/Disapproved.

Date of Approval_____

If Disapproved, reason will be stated.

Signature of MOHA Approval/Disapproval Authority

Date_____