

The Landings Home Owners Association
September 14, 2009
6:30pm 2210 Podtburg Circle, Johnstown, CO 80534

September 12, 2009 Elected Board Members Present:

Lynn Cunningham
Rodney Barnes
David Golden
Roy Moore
Jana Johnson

Absent: None

Attendees:

Amanda Jaksha - Financial Contractor for HOA
Rainee Walker - Homeowner

Proceedings:

Discussion started at 6:45pm and was noted there will be an agenda at the next meeting and proper order will be called.

- Minutes from the September 12, 2009 Special Meeting were unavailable at this time and will be addressed at next meeting.
- Lynn motioned for discussion on what positions each board member would take . Motion was seconded by Rodney and all were in favor. After much discussion the following positions were agreed upon.
 - Lynn Cunningham President - to roll out in one year
 - Rodney Barnes - Vice President
 - David Golden - Treasurer - rolls into President after one year
 - Roy Moore -
 - Jana Johnson - Secretary
- Discussion on terms and rolling positions set in place that positions would rotate automatically and stay consistent from this time forward. Once a person rolled out they would then roll into a Director position. Normally, once the president rolled out the vice president would roll into that position automatically, however there was a motion by Rodney that David should roll into the president position next year because of his prior experience on the last board, Roy seconded and all were in favor. Lynn motioned the president would not vote unless there was a split decision or there was not enough for a quorum, David seconded and all agreed.

Term reminders are as follows:
Three Year Terms - David Golden and Jana Johnson
Two Year Terms - Lynn Cunningham and Rodney Barnes
One Year Term - Roy Moore
- Rainee Walker was welcomed by Lynn and asked if she had any questions or any items she wanted to discuss, which she did not.
- Outcome of the September 13, 2009 Special Meeting was discussed.

1. Sheryl is working on the minutes and asked if she can keep them till Saturday. It was determined these minutes would be approved at the Annual Meeting which will be set at a future date.
2. Non-official minutes will be posted on the website after the board approves them first.
3. Website was discussed; the HOA currently pays a webmaster \$100 a year to maintain. Amanda motioned we keep her on because this is very cheap and she is doing a great job. Lynn seconded and all were in favor.
4. Minutes will be posted 4-5 days after a meeting if possible.
5. There will be an official time-frame set during the meetings for homeowners to address issues and to present new issues to the board and this will be moderated. However, the board needs to be flexible with this so everyone feels they can freely participate, but the board can still get through the business that needs to be attended. The usual format is new business, old business then open forum.
6. Roy's neighbor told him he had not received any information about the special meeting. Discussion was held regarding when notices were placed on homeowner's doors and perhaps someone would be willing to form a group to put out an official monthly newsletter. Lynn asked Rainee if she was interested and she declined. Lynn proposed email is a better way to contact people, and Rodney suggested a sign large enough, in the round-about, is also a great way to reach those who do not have email.
7. The HOA owned a printer at one point. No one is quite sure where it is, Lynn thought it would be very old and may not even work. The point was made of how inexpensive it is to just go to a copy place and print out items needed, which would save in the cost of ink and paper etc.
8. Cathy has the other PO key for the HOA and also some other items. Their household goods are still in boxes and they will return items as they are found.
9. Lynn suggested we decide on a regular meeting time. The board has set the regular meetings for the 2nd Sunday of every month, with the exception of the Annual Meeting, which will be set at the next meeting, which is October 11, 2009 at 3:00pm and an email will be sent out to notify everyone. The board also agreed all meetings should be held in a public forum and there was discussion regarding different options in Johnstown including Old Town Hall, Grace Church, the High School, The Mouse Pad and cost options. It is agreed that research would be done to find the best and most cost effective place.
10. There was discussion regarding Dave handling the snow removal for the sidewalks. Lynn says Dave is always out very early and makes sure the sidewalks are done well before the kids have to walk to the bus stop for school. It was agreed that Dave should have some help and JC would be his backup.
11. There was discussion regarding retaining Amanda for next year to run the financials and all the other items she takes care of, which is essentially the same as what a property management company does. Amanda agreed to

stay on if Lynn is on the board because he has history and knows what he is doing. She will prepare her bid for the annual meeting to compare to the property management bids obtained. David passed around one bid and stated he has not found one yet that would be under \$7500 a year, which means dues would need to be raised to cover the cost.

12. Roy brought up the issue of changing the plots and basically said it is a pipe dream. Amanda brought up that they had checked into easements and that would probably be the only way it could work, but that would also be a long shot and take a lot of effort to get everyone to agree. It was agreed this would be tabled till after the Annual Meeting.
13. There was discussion on the dogs and cats who are not contained in their own yards damaging neighbors grass and plants. This would be a good topic to add in the newsletter to remind the homeowners to be considerate and possibly to put up dog poop stands to encourage pet owners to pick up after their pets.
14. There was discussion on how to handle homeowners who violate covenants and how to unify our neighborhood. Rainee asked about the violation letters that were already sent out or put on doors. David stated he had a copy of 11 such letters and not one of them were sent out by the HOA. The discussion led to a decision to come up with an official embossing stamp and letterhead for the HOA, then a letter would be sent out introducing the new board members and stating specifically how to contact the board and what to do if you receive a notice that is not on the official embossed letterhead. Lynn stated after he received a violation letter he went around the neighborhood and as the current covenants are written there were no fewer than 40 or 50 violations in our neighborhood. The board agreed the covenants need to be re-written to reflect covenants that are reasonable and enforceable and up to Colorado law. Amanda reminded us that anything the Town of Johnstown enforces does not need to be in the covenant and once the changes are proposed the HOA lawyer will look at them and make sure everything is as it should be. The consensus is we need to reflect the attitude of the homeowners which is to have a community of neighbors who treat each other with kindness and respect and help each other out. Rodney stated that we would need a 67% homeowner approval to pass the new covenants and each 1st mortgage holder will have to be notified. The goal is to have it ready for approval February 2010.
15. Discussion was held regarding an Architectural Board. Dave Wailes had stated in the special meeting he would be willing to head such a board. Roy stated concerns about guidelines and it was agreed if such a board was set in place that the HOA board would have final say, and if a homeowner did not like the decision of the Architectural Board they could then present plans to the HOA Board to also make a decision on. Decision on creating an Architectural Board was tabled for later discussion.
16. Lynn suggested we look into a bus shelter for the children and mentioned

RTD has an old lot where they store old bus shelters. Lynn suggested we could paint the shelters or buff them out to make them look like new. David will research the cost.

17. Amanda reminded us we need to contact Mazteq regarding replacing the tree that was damaged by a truck accident.

Financials:

- Discussion on what the bi-laws state regarding signatures on HOA checks. It was established the HOA bank is First National in Johnstown and the two signatures that are required are the HOA President and Treasurer on accounts, however, it was verified through Amanda that most HOA bills are on autopay, including the water and electric. Taxes, mowing and extraneous expenses such as the park and sprinkler system are not and will require a signed check.
- Roy asked when the fiscal year was for the HOA and Amanda stated January and it was clarified that November and December run on the approved budget for that year.
- Putting together a budget for approval at the Annual meeting was discussed and Amanda said that should be fairly easy to do as we should be done with everything including JC, unless we have an early snow.
- It was clarified that the city maintains the snow removal for our streets and Dave cleared the sidewalks last year for approximately \$50 to \$75.
- Legal fees were discussed for the budget and they should not run more than a couple hundred, except the possibility of changing the covenants, which could cost between \$400 and \$900.
- It was approved for Amanda to pay the post office the \$2-\$3 charge so she can stamp all official correspondence with an address change stamp. This will enable the post office to advise her of any address changes.
- Amanda asked approval for the following bills:
 1. \$6.00 for cost of flowers in the round-a-bout
 2. \$5.00 for a call made to the HOA attorney by Skip
 3. \$31 to the attorney for the Stanton recordingRodney motioned to approve, David seconded and all were in agreement
- Rodney asked if there was a second fund for capital projects. Amanda said we should move moneys from the money market into CD's which we would make more interest on. We have four CD's that are \$2300 and could possibly roll all of that into one large CD and then have some smaller CD's. Rodney asked if we could ask for donations instead of raising dues - could we collect or raise for special projects and Amanda will research how to handle that the best way to keep from paying taxes.
- There is a credit for \$916.70 at Frontier Fertilizer. It was agreed Lynn would contact them to see if they would carry the credit for next year and the board would use it for weed control. Amanda stated that by doing the fertilizer application ourselves, which was only done once, we only saved a couple hundred compared to a bid by TrueGreen.

Subcommittee Reports: N/A

Future Business:

Tabled Issues:

Easements

Architectural Board

Board Member Assignments:

Lynn Cunningham:

- 1. Will contact board members with an agenda prior to the meetings**
- 2. Write introductory letter to the homeowners on the new letterhead**
- 3. Read over the covenants and make suggestions for change**
- 4. Contact homeowner regarding fence**
- 5. Contact homeowner at 2303 Rianna Ct. regarding violations and see how we can help**
- 6. Monitor website correspondence**

Amanda:

- 1. Will give Jana the contact information for the webmaster so minutes can be posted**
- 2. Have financials together to help put a budget together for next year for approval at the Annual Meeting**
- 3. Find embosser and letterhead design for the official HOA letterhead**
- 4. Research CD's and fundraising money for projects**

David:

- 1. Contact Eric about materials to make the HOA meeting signs**
- 2. Check the high school about a meeting place and The Mouse Pad**
- 3. Check on the dog poop box**
- 4. Read covenants and make suggestions for change**
- 5. Research the bus shelters from RTD**
- 6. Took home playground bids and drawings**

Jana

- 1. Type up minutes**
- 2. Contact Grace Church about a room**
- 3. Read covenants and make suggestions for change**
- 4. Took home files handed over by David**
- 5. Contact Amanda regarding homeowners names and address lists to start files will consolidate once receives the past files from Cathy when she finds them**

Rodney

- 1. Read covenants and make suggestions for change**
- 2. Finish working on the easement for Xcel**

Roy

1. Read covenants and make suggestions for change

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