**Gleneagle North Homeowners Association**

Annual General Membership Meeting Minutes - DRAFT

September 18, 2019

The annual meeting of the Gleneagle North Homeowner’s Association (GNHOA) was called to order by President John Rickman at 7:00 pm, September 18, 2019, at the Antelope Trails Elementary School.

**Attendance:** The number of homeowners attending numbered 33 which included homeowners, spouses and nine board members. The number of proxy votes submitted was 78. A quorum was obtained. Members of the Board who were present included John Rickman, Mark Keller, Bob Swedenburg, Brian Bleike, Tina Dudley, Carroll Clabaugh, Bill Goettlicher and Lisa Cole. John Rickman thanked everyone for coming to the meeting and introduced the Board members.

**Meeting Minutes from last year’s Annual Meeting:** John Rickman presented an overview of the meeting agenda and asked for a motion to waive the reading of last year’s 20 Sep 2018 annual meeting minutes. A motion from the floor was made by Don Richardson, seconded by Tina Dudley and approved unanimously to waive the reading of the 2018 meeting minutes and to approve the 2018 minutes as written.

**Treasurer’s Report:**  Brian Bleike, Treasurer, thanked his predecessor, Gary Rusnak, for the work he did for many years as Treasurer. Brian stated he is taking the following initiatives as Treasurer: document processes, standards, accounts; leveraging QuickBooks software for all financial activities, reporting; convert to external printing services for portion of newsletter, meeting notice, statement mailings; collect overdue account balances; improve efficiency and automate processes.

He stated that the current annual assessment is $75, the current trash collection fee is $156 per year, the current recycling fee, which is optional, is $63 per year, and the late fee is $10 per statement cycle.

He then presented the balances for the year ending 31 August 2019.

SAVINGS: Beginning balance 9/1/18 = $49,659.79 operations

 Beginning balance 9/1/18 = $ 5,538.16 trash

 = $55,197.95 total

 Ending balance 8/31/19 = $29,681.37 operations

 Ending balance 8/31/19 = $ 5,539.83 trash

 = $35,221.20 total

CHECKING: Beginning balance 9/1/18 = $45,677.06 operations

 Beginning balance 9/1/18 = $28,521.24 trash

 = $74,198.30 total

 Ending balance 8/31/19 = $29,363.14 operations

 Ending balance 8/31/19 = $29,842.71 trash

 = $59,205.85 total

Total all accounts on 8/31/19 = **$94,427.05**.

Brian reported that the HOA has 483 homes, 38 renters, 272 recyclers and 21 overdue accounts totaling $8,305.75.

His report included the board-approved budget revenues and expenses for 1 Sep 2019 through 31 Aug 2020. Expected income and planned expenses are $36,955 each for the 2019-2020 year.

**Annual Assessment Increase:** John stated that GNHOA is increasing the annual assessment by $25 per year, collected at $12.50 per billing starting Jan 2020. The increase will go into a long-term major project improvement account that will be restricted to major repairs. The storm water damage repair will require a special assessment which will be described later. He stated that we are not alone - other HOAs in the area have the same problem.

He said the Board sees no other option than to plan for future sediment removal, channel repair, storm damage, and other long-term maintenance.

**Past Years’ Objectives & Activities:** John presented and discussed the past year’s objectives and activities which included the following:

* Provided September 2013 Storm Damage Repair
	+ Bids were solicited from three contractors for removal of sediment from Jake’s Lake – two bids were received.
	+ Contract was awarded to Bill Sieck in January of 2019 for $31,250.
	+ Upon draining the pond, the amount of sediment was approximately twice the amount projected. An addendum to the contract increased the cost to $40,750.
	+ Unusually wet weather delayed the completion well beyond the anticipated mid-April date.
	+ Contractor is now awaiting the ability to move in equipment for final grading without leaving ruts. Seeding will immediately follow grading
* Coordinated with Antelope Trails to obtain Crosswalk Signage at Jessie & Gleneagle
* Promoted Community Service Projects (Boy Scouts)
* Published GNHOA Newsletter
* Conducted “Golden Light String” & “Green Thumb” Awards, Shred-It Program, and Spring Clean-Up (Holiday Hayride Cancelled)
* Architectural Control Committees handled 64 Complaints and Approvals
* Maintained Common Areas
	+ Continued Noxious Weed Spraying
	+ Corrected problems in the Storm Water Drainage Corridor
		- Alcott Ct Greenbelt Entrance Culvert Repair (Completed)
		- Redirected Upper Greenbelt Drainage Flow (Completed)
* Coordinated with Legal Counsel, Insurance Agent, Antelope Trails Elementary School, El Paso County, Other HOAs, and NEPCO as needed
* Executed Property Usage Agreements with Gleneagle 3 HOA Members
* Maintained and improved www.GNHOA.com Web Site
* Operated the GNHOA Alerts System (e-mail notification of important information) – 235 homeowners enrolled
* Switched to a Web-Based Phone Message Service
* Raised County Awareness of the Condition of Jessie Drive

It was moved by Bill George, seconded by Robin Dahl and approved unanimously to affirm and ratify the actions and activities of the BOD for last year. President John Rickman expressed the Board’s appreciation for the input from the residents to improve our community.

**Elections:** A quorum was present with the attendees and the proxies received.

Two At-Large Director positions were up for election for a three year term. Nominated to fill the positions were the following:

* Lisa Cole, Filing 3
* Don Richardson, Filing 9

There being no other candidates nominated, each of the candidates was elected by acclamation to be an At-Large Director on the GNHOA Board of Directors for a three-year term beginning September 2019.

John then mentioned that the Board needs a new Webmaster. Randy Marks, current webmaster, described the roles for the GNHOA webmaster.

**Potential Community Improvements:** John then described the following projects being evaluated for next year:

* Storm Water Drainage System Repair (Playground to Lower Retention Pond)
* Improve Lower Greenbelt Walking Trails
* Landscaping and Grounds Maintenance Contract for Ongoing Support
* Identifying and Landscaping Areas Currently Neglected
* Refurbish Jake’s Lake Planting Areas
* Replace Metal and Undersized Wood Signposts With 6” by 6” Wood Signposts
* Explore Solutions for Control of Common Teasel

**2019-2020 Activities and Objectives:** John described the following activities for next year:

* Implement Community Improvement Projects
* Revise Bylaws/Rules/Procedures as Needed
* Continued Maintenance of Common Areas
* Maintain/Upgrade Web Site
* Review CO Law Applicability
* Continue GNHOA Alerts
* Continue Ongoing Successful Programs:
	+ Quarterly Newsletter, Awards programs, Mosquito Monitoring, Spring Clean Up, Shred-It Day, Holiday Hayride
* Landscaping/Covenant Focus

**Storm Water Drainage Corridor – Completing the Damage Repair**

John described what yet needs to be done to complete the repair from the 2013 storm damage, and how we expect to pay for it. He explained the following:

Estimated Cost of Remaining Work:

* Lower Retention Pond Sediment Removal - $55,000
* Rebuilding/Rerouting Drainage Channel - $30,000
* Constructing 6 Check Dams on Channel - $65,000

Total Estimated Cost - $150,000

Funds Available for the Project - $30,000

**Shortfall -**  **$120,000**

He then explained the following points:

* We have no option–we must do the repairs
* The Shortfall will have to be paid for through a Special Assessment
	+ $120,000 / 483 Homes = $248.45 per Home
	+ We can collect the Special Assessment over three billing periods – Jan 2020, Jul 2020, and Jan 2021 – in the amounts of $85, $85, and $80
* We will adjust the last billing to reflect actual costs incurred
* Residents will be notified of the Special Assessment by Newsletter and the Board will hold an informational meeting for the residents after bids are received and the final Special Assessment amount is known.

**Topics from the Floor for Discussion:** John then opened the floor for attendees to ask questions or discuss items of concern.

* A resident stated the need to keep our neighborhoods looking nice to protect our property values.
* Another resident asked who owns the old Gleneagle Golf Course maintenance shed. The answer is Donala Water and Sanitation District.
* Another question regarding covenants led to the statement that residents need to be reminded of our covenants on a recurring basis.

**Meeting Adjourned**: In closing, President John Rickman again expressed appreciation for those attending and asked that they tell their neighbors that the Board is here to help and would be grateful for any activity on their part toward improving the community. The Board is always open to suggestions, criticism and questions. The meeting was adjourned at 8:20 pm.

Approved by the GNHOA Board of Directors on October 2, 2019, for submission to the GNHOA residents for approval.

Robert L. Swedenburg

Secretary, GNHOA