

**Burland Homeowners Association,**  
**June 10, 2017**

**Board Members**

Jim Aitkenhead  
Jim Glenn  
Mary Ellen Sawyer  
Pat White  
Dave Sitko  
Sue Glenn

**Members**

Roger Sawyer  
Debbie Kappel  
Jack Roberts  
Butch Kappel  
Jarred Cundith  
Barbara Returns From Scout  
Gene Durst  
Jeff Olson  
Tom Ingwalson

**Guests**

April-Dawn Knudsen  
Ed Bulse  
Kathy Mastroianni  
Jacqueline Jones

The meeting was called to order at 9:00 a.m. and it was determined there was a quorum.

Minutes of the May 10<sup>th</sup> meeting were approved as read.

**President's Report**

April-Dawn Knudsen, CEO of the Boys & Girls Club was introduced. April-Dawn began by saying that she oversees the clubs both in Fairplay and Bailey, and that in 2011 and 2013; they received donations from the Burland HOA of \$500 and \$300, respectively. At that time, they were not able to run a year-round program and those dollars helped them go from only a summer program to the year-round program which they are doing now. Their mission is to inspire and enable all young people, especially those from disadvantaged circumstances, to realize their full potential as productive, responsible and caring citizens. They are providing programs morning and afternoon for elementary youth at Deer Creek, and after school programs at Fitzsimmons Teen Center, and they have a year-round Junior Staff Program. They are currently seeking dollars to start a program at West Jefferson Middle School. April provided handouts to those present, expanding on their program, providing examples of their success, an impact report and budget. They are a 501(c)3 and do receive grant money from the Boys and Girls Club of America, and a number of private donors from various foundations; and their families pay about \$450 each year; however, with the cost of \$1,300 to serve one youth for one year, she asked for a "gift" of \$800.

Jim thanked her for her presentation which was very thorough and well done and that we would consider the request at our board meeting and let her know.

Annual Meeting/Picnic – Debbie and Butch agreed to shop for the picnic and Mary Ellen and Roger will be their back up if they are unable to do it.

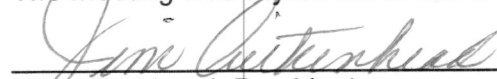
Firewise Meeting - Dave said things are moving along and that the next community meeting will be July 15<sup>th</sup> at the PCFD station, 10:00 a.m., but will also be having a booth at Bailey Day on June 24<sup>th</sup>. They are doing well with their committee, however, are always looking for more volunteers.

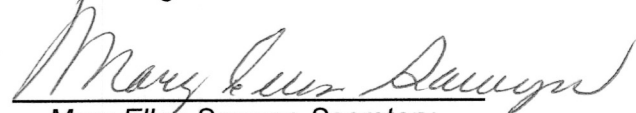
Treasurer's Report – The report was read and approved.

Old Business – Jim G. said the Aspen Trail is about 95% complete and maybe in August they will do some top-dressing. He has about \$193 remaining in his budget for this project.

Jim also mentioned that he had attended the awards night at Platte Canyon High School and presented our scholarship award winner, Dani Schaad, with a certificate of congratulations.

The meeting was adjourned at 10:15 a.m.

  
Jim Aitkenhead, President

  
Mary Ellen Sawyer, Secretary

**BURLAND HOMEOWNERS ASSOCIATION, INC. MEETING AGENDA**

*June 10, 2017*

- I. *Call To Order*
- II. *Review and Approval of Prior Meeting Minutes*
- III. *Guest – April-Dawn Knudsen, CEO  
Boys & Girls Clubs, Fairplay, CO*
- IV. *President's Report*
  - a. *Volunteers to shop for picnic (Mary Ellen has list)*
- V. *Dave/Jack – Any Firewise updates? – Community Meeting July 15*
- VI. *Treasurer's Report*
- VII. *Old Business*
  - a. *Jim Glenn – Update on Aspen Trail work*
- VIII. *New Business*

*Need someone to shop & bring to picnic.*

**Burland Homeowners Association, Inc. Meeting**  
**June 10, 2017**

**EXECUTIVE SESSION**

**Board Members**

*Jim Aitkenhead  
Roger Sawyer  
David Sitko*

*Jim Glenn  
Debbie Kappel  
Pat White*

*Mary Ellen Sawyer  
Butch Kappel*

*The meeting was called to order at 10:30 a.m. and it was determined a quorum was present.*

*Minutes of the May 13, 2017 meeting were approved as read.*

**President's Report**

*There was a long discussion of Jim's proposal for a "communications" person" In the end, Debbie will provide a scope of work/job description concerning the website and other media postings as she understands it, and the compensation that she feels is reasonable for her work (hourly/salary). The board will then take this under consideration for an appropriate vote.*

*The Treasurer's report was approved as read.*

*Maps and Districts - Roger and Mary Ellen researched and provided information on Burland history, specifically as concerns Bailey Mountain sub-division, and Mary Ellen provided verbatim, the response from our attorney which results in the elimination of District 9. Bailey Mountain does not appear on any of our legal documents such as Bylaws, Articles nor Plat Maps.*

*Fire Mitigation Reimbursement - Mary Ellen said that as a "civic" organization that she believed that the HOA should include the mitigation reimbursement to associate/sustaining members in the community in the interest of our working to become a Firewise Community. There was discussion and Jim Glenn motioned that the HOA will provide the reimbursement (\$75) to any and all sustaining (associate) members in the community who reside in the contiguous sub-divisions such as Bailey Mountain, Park 80, Trails West, Burland Meadows, Double SS Ranchettes, and further, this would not require a change to the Bylaws. Debbie seconded, and all present voted in favor, and no one opposed.*

*Treasurer's Report – The report was approved as read.*

**New Business**

*Boys & Girls Club Donation – In consideration of the presentation at the General Meeting today, it was motioned by Butch and seconded by Pat, that the HOA would donate \$1,000 to the Boys & Girls Club. The Motion carried and all present approved. No one opposed.*

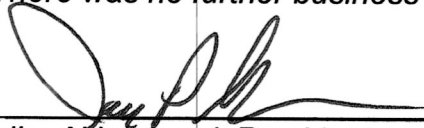
*Firewise Fund - Dave said that he and Jack would like to have a Firewise "fund" available for their use in carrying out their Firewise duties with the community. This might be for the purchase of address*

markers, or any materials they might need in this effort. Dave was asked to give us a budget for review and approval.

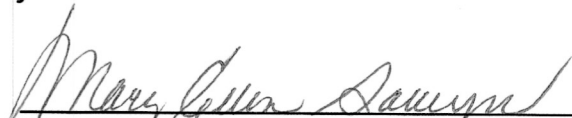
Cell Towers - Roger said he would like for the Board to consider him talking with a "structural" engineer for our potential hire. He feels that we should have such a person at our disposal when we are approached by our cell company lessees who want to add or make changes to their equipment i.e., to document that any proposed changes will not compromise the tower structure nor affect the equipment of the other tower lessees.

Roger also mentioned there is a camera now available for approximately \$350 that is battery operated and works from a cell signal (not requiring Wi-Fi) that we might keep in mind if needed for use at the Park.

There was no further business to discuss and the meeting adjourned 11:45 a.m.

  
\_\_\_\_\_  
Jim Atkenhead, President

For Jim Atkenhead

  
\_\_\_\_\_  
Mary Ellen Sawyer, Secretary

**BURLAND HOMEOWNERS ASSOCIATION, INC. MEETING AGENDA**

**EXECUTIVE SESSION**

June 10, 2017

- I. Call To Order
- II. Review and Approval of Prior Meeting Minutes
- III. President's Report
  - a. Proposal for communications person i.e., Web Designer/Manager, Newsletter with ads, snail mailing newsletter, posting communications i.e., FB, Nextdoor, Pinecam, Flume)  
Debbie and/or Jim Moore inquired  
Rob River  
Gail Kirkegaard ([gail@gailkirkegaard.com](mailto:gail@gailkirkegaard.com) , 720-201-8743, pay \$350 annually)  
(Tabled from May meeting because of Jim A.'s absence)

*Jim?* →

- b. Maps/Districts – Bailey Mountain Subdivision – Attorney opinion, not in any documents and not covered by our Covenants.

- c. Fire Mitigation Reimbursement – Associate Members?

IV. Treasurer's Report

*If so, do you want me to ask  
Fred if we need to amend  
By-laws? ME - Thinks not  
this is on day-to-day  
work -*

V. Old Business

VI. New Business

- a. Is there anyone who doesn't plan to stay on in current position?  
We should be thinking about this for upcoming Annual Meeting, etc.

*Copy email to/ from Fred  
copy my draft.* →

*Bailey Mtn. not in  
Articles, plat maps, ~~not~~  
By-laws, ~~not~~ Declaration,  
~~Restrict~~ nor Covenants!*

**BURLAND HOMEOWNERS ASSOCIATION, INC. MEETING AGENDA**

*Mk*

**EXECUTIVE SESSION**

June 10, 2017

- I. Call To Order
- II. Review and Approval of Prior Meeting Minutes ✓
- III. President's Report
  - a. Proposal for communications person i.e., Web Designer/Manager, Newsletter with ads, snail mailing newsletter, posting communications i.e., FB, Nextdoor, Pinecam, Flume)
    - Debbie and/or Jim Moore inquired
    - Rob River
    - Gail Kirkegaard ([gail@gailkirkegaard.com](mailto:gail@gailkirkegaard.com) , 720-201-8743, pay \$350 annually)
    - Scope of work to be established for all potential candidates.
    - (Tabled from May meeting because of Jim A.'s absence)
- IV. Roger/Mary Ellen - Maps/Districts – Bailey Mountain Subdivision – Attorney opinion, not in any legal documents, not covered by our Covenants; no District 9.
  - History provided.
- V. Fire Mitigation Reimbursement – Associate Members – Include/Not Include/ Vote
- VI. Treasurer's Report
- VII. Old Business
- VIII. New Business

Signature on Resolution – Jim A.

Original signatures required/Investment documents (Jim A./Jim G.)

Eric Lybarger available to meet with us and review our account when we want to schedule.

*Jim A.*

- ① Discuss Fred's email re: 501 (c) 4
- ② Kay - camera @ Park - cell signal Verizon
- ③ - structural eng. for tower changes?

**Burland Homeowners Association, Inc. Meeting**  
**June 10, 2017**

**ACTION ITEMS**

- 1 – Roger - Check for \$1,000 to Boys and Girls Club.
- 2 – Roger – Contact structural engineer re cell tower add-ons/changes
- 3 – Roger – Contact John Van Doren to send Burland maps (Firewise). 303-838-9059;303-877-1447
- 4 – Dave/Jack – Budget for Firewise activities.
- 5 – Dave – Email updated address marker list to ME/Roger
- 6 – Debbie – Scope of work/job description for her as communications person.
- 7 – Pat – Email name of attorney to Mary Ellen.
- 8 – Mary Ellen – Send Firewise information for posting on website.
- 9 – Mary Ellen – Prepare for Annual Meeting – Letter going to members.
- 10 – Mary Ellen – Send picnic shopping list to Debbie.