

Burland Homeowners' Association, Inc.

Board of Directors Meeting Tuesday, December 3, 2024, 7:00pm

Meeting Minutes

Attendees:

Board:

Jeff Baker, President

Keith Doubleday, Vice President

Bill Bruner, Treasurer

Bill Beggs, Secretary

Debra Stephen, Director

Members:

Tim Peterson, Angie Baker, Beth Fisher, Mike Fisher, Len Strozinski, Robb Green

Non-Member Residents:

Call to Order: 7:00 PM. Quorum was declared.

Review & Approval of Prior Minutes:

October Minutes approved.

General Items

Annual Member's Meeting – January 7, 2025, 7:00 PM

Location:

Shepherd of the Rockies Lutheran Church

located at 106 Rosalie Rd, Bailey, CO 80421

Open Session:

Member Feedback:

Beth Fisher had questions about the proposed By-Laws changes and asked about the minutes for October not being posted. Bill Beggs clarified that the October Meeting Minutes were only approved at the December meeting since there was not a November meeting and these would be posted now that they are approved.

Several members raised concerns about the lack of communication being sent to members. It was agreed that we need to do a better job of communicating and the board took this as an action item. There was also related discussion about the email distribution not working.

Bill Beggs took an action to send test emails to several folks at the meeting. The tests were successful.

There was also discussion about creating a newsletter committee.

Officer Reports:

Jeff Baker, President:

Shared that the January Annual Members Meeting will be held at the Shepherd of the Rockies Lutheran Church, located at 106 Rosalie Rd, Bailey, CO 80421 and the meeting time of 7:00PM. We will be making some changes to the By-Laws and will discuss that later in the meeting.

Review of items for 2024 include the following:

- Easter Egg Hunt event.

- The Annual Neighborhood Picnic Event.

- The Trunk or Treat Halloween Event.

- Completion of the Tower RFP process and Vendor Selection.

- Regained our Firewise Neighborhood status – again a Firewise Community.

- The new Park Sign has been installed.

- Playground Mulch has been installed for the swing set/playground equipment areas.

- Maintenance of the Park has been maintained – weed control and management.

The security camera pole has been prepped and ready to install. Need volunteers to help with the installation at the park parking lot.

Bill Bruner, Treasurer:

For the month of October:

- Income was \$4,487

- Expense was \$5,572

- Net **Income**/(loss) for October was **\$1,085**

Largest expenses were the Tower Permit (\$1,800), Insurance Premiums (\$1,656) Scholarship Funding (\$1,250).

For the month of November:

Income was \$5,967

Expense was \$2,171

Net **Income**/(**loss**) for October was **\$3,796**

Largest expenses were the Halloween Trunk or Treat (\$672), Legal Expense (\$843) and Porta Potties (\$217).

Bill Beggs, Secretary:

Membership in the HOA is currently at 90.

Firewise will be handled later in the meeting by Keith.

Keeping up with the incoming emails as they are received.

Debra Stephen, Director:

Proposed to do the Christmas Light and Decorations Content this month. Would like to get approval for funding awards in the amount of \$1,000.

Motioned that the HOA contribute \$1,000 towards awards for the top 10-20 houses. Motion seconded and approved unanimously. Discussed posting the content on the HOA website and Social Media platforms.

The Halloween Trunk or Treat turned out great. Lots of people and a great event.

Keith Doubleday, Vice President:

Firewise Update:

We have regained our status as a Firewise Recognized Community. This is effective immediately and will run through 2025.

To regain this status, we needed a combined contribution of a little over \$32,000 in mitigation investment. With the help of the community, we were able to record over \$92,000 in personal investment. We had some additional investment that came in later putting us to nearly \$100,000 in community participation.

This status might provide discounts on homeowners insurance premiums – check with your individual agent to see if this applies to you.

We will need to do the same process in 2025.

Members shared that we need to have a better way to communicate and record work done in 2025 other than social media and HOA website.

Keith took this as an action for the new year.

By-Laws Proposed Changes:

Reviewed the proposed changes to the By-Laws, focused on changing the dates for the Annual Members Meeting and the removal of Pro-rating the membership dues.

These proposed changes were reviewed with the Attorney, however Beth Fisher suggested that we do a second review as the By-Laws for these items were specifically required by legal.

Keith took the action to re-verify with the Attorney.

Keith motioned that we change the Article IV, Section 1 meeting of the members to be held in the

August/September timeframe versus January, pending specific attorney approval. Motion seconded. Discussion about not combining this with the annual picnic and verifying the legal details. Motion approved unanimously.

For the changes for the changes to proration of the dues, there was discussion about new members that join late in the year and then have to pay dues again in January and reverifying with the attorney. Keith motioned to that we accept the proposed changes to the Article III, Section 3 dues section of the bylaws, removing the proration, pending approval by the attorney for the change. Motion seconded and approved unanimously.

Tower Project Update:

Received responses from three companies. One was disqualified due to not meeting the requirements of the RFP. Completed review of remaining two and have discussed down selecting to one company.

Keith motioned to approve moving forward with the down selection of one company. Motion was seconded and approved unanimously.

Keith has sent proposed contract language to the attorney for review and comment. Then this will be shared with the selected company to begin negotiations. Contract documents are confidential.

Committee Reports:

Events Committee:

Angie Baker reported that the Halloween Trunk or Treat event was a huge success. We had a great turnout and lots of participation. We received several decoration contributions and were lent several others for the event. We will be able to use much of this next year.

Park:

Nothing additional.

Old Business:

Closing Open Session:

Tim Peterson mentioned having better information about the Firewise program would be helpful. Suggested having a way for residents to report on the hours worked during the year rather than waiting until the end, with reminders. More education and awareness of the HOA benefits related to mitigations tasks, like the \$75 reimbursement.

Beth Fisher mentioned that one of the HOA purposes is to promote education, perhaps using the newsletter concept. We can also leverage communication for Firewise as reportable hours.

Action Items:

Board: Work to improve HOA communication to the members with regular updates.

Keith Doubleday: Re-verify By-Laws changes with the attorney to ensure changes comply with Colorado law and processes.

Bill Beggs: Send test email to several members to verify receipt. Completed.

Keith Doubleday: work on improving communication about Firewise and working on improved options for residents to report hours worked in new year.

Adjournment: 8:08 PM