

**WOODEN CANOE
BOARD OF DIRECTORS MEETING
OCTOBER 13, 2011**

MINUTES

1. **Call to Order.** The meeting was called to order at 3:03 p.m.
2. **Affirmation of Attendance and Quorum.** Board members in attendance either in person or via conference call were Dodie Davies, Jim Hafemeister, Pat Wallace, and Charles Williams. A quorum was established.

Also in attendance was Betsy Burton (Design Review Committee)

Representing Mountain Managers were Phil Wells and Judy Freese (via phone).

3. **Design Review Committee Discussion** – Betsy Burton

Lot 51, 567 Water Dance Drive, recently remodeled following a fire. They wanted an exit off the deck and put in a set of stairs. The stairs are 6' outside the building envelope. No prior approval was requested or granted before the deck modification. Architect Mike Schult met with the owners but the solution offered by Apex was at a cost of \$7,000 which the Gelman's do not want to pay.

The DRC feels 6' outside the building envelope is excessive. Jim stated he believed the governing documents for Wooden Canoe allow for up to 4' with permission. Betsy was unaware of this and she and Mountain Managers will check the documents. Pat was also unaware of this and stated the city is very strict front to back and allows a little leeway side to side.

The owners have asked if they can pay a monetary retribution and let it go at that. This would be setting a precedent to allow owners to do whatever they want and simply pay a "fine". This is not acceptable. All owners must follow proper procedure prior to any exterior modification.

It was resolved to research the governing documents and then the DRC will send a letter to the owner stating what will be allowed. (Subsequent to the meeting, the Design Guidelines and the Covenants were reviewed. No mention of a 4' variance was found.)

4. **Approval of Minutes from the 6/30/11 and 7/20/11 Board meetings.** A motion was made, seconded, and passed to approve both sets of minutes as written.
5. **Repair and Maintenance Report.** The report covered all items over \$500 for the period of 6/11 through 9/11. Items included repair of the sign that blew over, rebuilding/installation of the pump in the existing lift station, and jetting/camera of the pond lines for rocks.
6. **Financial Report.**
 - A. August financials were reviewed. Dues payments were ahead of the budgeted amount by \$2,009 year-to-date. Overall, the HOA was \$3,982 ahead of budget on income year-to-date.

On the expense side, repair and maintenance was over budget by \$238 and pond 2 expenses were over budget by \$7,370. Grounds, supplies, legal, and board discretionary were all under budget. Over all, the HOA was over budget year-to-date on expenses by \$744 even with the pond expense. The net surplus was shown as \$3,238 year-to-date.

Delinquencies were discussed. There is only one unit that is a serious issue. The unit is in foreclosure and according to the sheet Phil receives from the title company, the bank has taken the unit back. It was noted that the unit is occupied and being taken care of (not by the owner). Sale of a foreclosure unit can take a while and the bank should be paying dues until sale takes place. Mountain Managers will contact the bank and see what the status is.

Unit 515K is in arrears \$142 at this time and a letter is being sent reminding them to bring their account current.

520 NC owes fines for parking violations and non compliance with DRC procedures. It was noted that all gravel has been removed from the front of the home. The owner is aware that a landscaping plan is needed and promised a "somewhat professional" plan but nothing has been received yet. The owner has been told that she will probably only get one additional parking space provided the plan is approved. She is aware that additional vehicles parked overnight on the street or in the yard are subject to ticketing, fines, and towing. She has stated her tenants have been warned. There is no overnight parking on the street however, no specific time is listed in the Rules. The Board will contact the Town and see what their restrictions are and apply the same times. (The website for the Town of Frisco states no street parking from midnight to 6:00 a.m.)

The balance in the checking account was \$18,106.42 and the balance in the money market account was \$37,284.43.

B. 2012 budget.

Income is based on the current dues structure. Expenses are primarily based on last year's actuals or contractual agreements. Repair and maintenance was based on a 3 year average of actual monies spent. Mountain Managers will contact Noah and ask for an estimate on legal expenses. It is hoped that the legal work will be done this year and not hit the 2012 budget. Total expenses are budgeted at \$1,539 less than 2011 (\$60,319 vs. \$61,858). The cash flow will be \$21,413 and with \$19,872 going into reserves, the net will be \$1,541.

Whether or not to do a small dues increase (\$5.00 per month) was discussed. Dues payments are currently \$125 for lots that are built on and \$117 for vacant lots. Making all dues the same amount was talked about and a motion was made, seconded, and passed unanimously to do this making all dues payments \$130 for 2012. The governing documents will be checked to make sure nothing precludes this change. (Subsequent to the meeting, the Declaration was checked and there is nothing that appears to preclude the change in dues. Section 9.3.2 states, "Generally each Owner shall be responsible for that Owner's share of the Common

Expenses, which, except as specifically provided in this Declaration, shall be divided equally among the Lots..." This is subject to the following qualifications: "(a) Any Common Expenses which benefit fewer than all of the Owners shall be assessed exclusively against the Lots benefited; (b) The costs of insurance may be assessed in proportion to risk, and the costs of utilities may be assessed in proportion to usage.") A motion was made, seconded, and passed unanimously to approve the budget with the dues increase as noted above and legal costs verified with Noah. A dues increase notice will be sent to owners prior to the effective date of 1/1/12.

C. MCR

Scheduled MCR items for 2012 include \$2,217 for crack filling and \$4,500 for planting of trees/mulching/rock. Mulching was not done last year and will probably be needed along with flowers, etc. for the entrance. Only what is needed will be spent.

Pat spoke about the ponds. He's thinking about adding more rock to the creek at pond #2 and rocking around the top of the stream at #1 where there are wash out problems. A budget number will be needed for this work. In addition, the bridge at pond #1 will need to be re-done. It was noted that none of these items are very expensive and the \$4,500 in the budget may be sufficient to cover. Phil will check with Greg and see if pricing for the rock work has been or can be obtained this year (before it snows if possible). Pat had a ballpark figure on the bridge. He didn't have the figures with him but believes it will be about \$800. Pat and Charles will be doing the work.

There are no big expenses anticipated until 2017 (projected pump replacement). Pat is hoping pumps are good for at least 10 years. In 2022, \$250,000 is budgeted for the ponds (liners) but it may never come to that. If the liners go, the decision may be just to fill in the ponds and have only the streams.

The cul-de-sacs are looking very good with no pot holes or alligating. Routine maintenance will continue to be done to prolong the asphalt life as long as possible. If the asphalt starts to go bad, there are a couple of options. Repairs can be made by cutting out the bad sections or an overlay can be done (overlay is in the MCR in 16 years).

The MCR looks good with the exception of the landscape number. This will be adjusted pending the estimate for rocks.

7. **Old Business.**

A, Steel versus wood posts was talked about. Drawings were done by Michael Schult and forwarded to the Board. All liked the design. If this design is adopted, would all 6 posts need to be done at one time or just 1 or 2 over a period of time? It was noted that two posts have already been replaced (not too much different in

appearance from Michael Schult's design). It was resolved to continue to replace posts as it becomes necessary and use the same plan as was used for the others that were replaced on Night Chant. Light bulbs were also discussed and it was suggested that LED be used. They are expensive but last a long time. Another option is compact fluorescent bulbs. CF's are cheaper and will last well in areas where they are not constantly turned on and off. It was resolved to use the CF bulbs until the LED's come down in price.

- B. The repair of the bridge is planned for early June next year.
- C. The water leak in the supply line (before the meter) was discussed. Pat has talked to owner Jim Cancelosi who is a plumber. He sees no reason to address the issue now. It's just a drip and is minor. Mountain Managers has checked and found out that once it comes off the main, it is Wooden Canoe's responsibility. It will probably cost a couple of thousand dollars to fix once it needs to be addressed.
- D. Staining of the main complex sign will be done shortly. Proff Painting is doing the work since they are in the area on another job. Total cost will be \$350.00
- E. Amendment to the Declaration: So far only 6 responses have been received. One letter of disagreement was sent and will be sent to owners along with Noah's response and a cover letter from the Board.

Noah had received a request from one owner to allow existing bookings to be honored. Since only 1 request has been received, it was resolved to treat this individually. Noah will be told to give the OK to the owner to honor existing bookings but no further bookings should be made. Noah will also be asked to request a list of existing bookings from the owner. It was noted that short term rentals are defined as any rental of less than 28 days.

The cover letter to owners will be revised to note that voting will be extended from the current November 1st date until after the annual meeting (end of December). The Board also requested that the letter urge owners to vote in the affirmative to amend the Declaration and to remind everyone of the importance of voting.

- F. 520 Night Chant was discussed again. The yard is un-landscaped and the owner agreed to submit a plan but has not yet done so. She will be sent a letter requesting the plan be submitted no later than March 1st or fines will be assessed. She will be reminded about overnight parking on the street and parking additional vehicles in the yard. The Town's street parking hours will be included in the letter. Unpaid existing fines will also be addressed. The letter will be sent to the Board prior to mailing/e-mailing to the owner.

8. **New Business.**

- A. MCR items were previously discussed

- B. Jack Schiller has resigned from the Board due to the sale of his unit. The Board can appoint someone to fill the remainder of his term (expires in 2012). Ken Blackburn is a possible candidate as is Don Burton. Ken will be contacted by the Board first to see if he will accept the appointment. If he declines, Don will be contacted.
9. **The Next Board Meeting** was previously scheduled for 12/29/11 at 2:30 p.m. with the annual meeting following at 4:00 p.m.
10. **Adjournment.** A motion was made, seconded, and passed to adjourn the meeting at 4:37 p.m.

Respectfully submitted: Judy Freese, Recording Secretary

APPROVED:

Approved via e-mail

10-21-11

Dodie Davies, President

Date