

Victoria Village at Colorado Springs HOA, Inc.  
Board of Directors Meeting Minutes  
January 15, 2008

The Victoria Village HOA Board of Directors meeting was held at the Knights of Columbus hall on January 15, 2008. Board President, John Smith, called the meeting to order at 7:05 p.m. In attendance were John Smith (President), Rick Poole (Vice President), Frank LoBosco (Treasurer), Betty Johnson (Secretary), Iwan Biereichel (Director at Large), Sydne Ebel (Director at Large), Lenore Morales (Director at Large), and Kerry Cantrell (Z&R Property Management).

### **Open Forum**

Janet Denniston pointed out that the web site still shows monthly HOA dues at \$132. Mr. Cantrell said he would update the information to the current amount. Mrs. Denniston also asked about the status of the tan Thunderbird car at 3325. Mr. Cantrell said he tagged it on 1/14/08 at 2 p.m. Mrs. Denniston reported that the tag is not on the car. Mr. Cantrell asked her to notify him if the car has not been moved by 2 p.m. on Thursday 1/17/08 (72 hours after tagging) so that he can have the car towed.

Marcia Fields asked Mr. LoBosco for clarification of his statement at the annual meeting about overall homeowners' equity being up (specifically, what "equity" means in this context). Mr. LoBosco explained that equity is what the homeowners own in an association (i.e., not cash or receivables or liabilities). Ms. Fields also asked for clarification of Mr. LoBosco's statement at the annual meeting that the auditor wants a reserve set up for uncollectibles. Mr. LoBosco explained that this is an allowance for bad debt. Ms. Fields asked about the status of exterior painting. Mr. LoBosco said this would be discussed later in the meeting. Ms. Fields referred to a request in the last newsletter for owners to keep trash cans out of sight and asked if there will be any enforcement of this request. She believes it undercuts the Board's authority if such a request is made but not enforced. She commented that 3518 has visible trash cans outside the unit's patio area. The Board asked Mr. Cantrell to check on the status of trash cans at this unit. Ms. Fields ask about the status of the request from the owner of 3350 for reimbursement of legal fees for past-due HOA fees. Mr. Cantrell said the Board will discuss this later in the meeting.

### **Meeting Minutes**

The Board reviewed and discussed the minutes for the 12/18/07 meeting and asked Mr. Cantrell to make the following corrections:

- Under Open Forum, more details should be given:
  - "An owner reported on some details of the trial of Kurt Gunzinger. **Mr. Gunzinger has been put on probation.**"
  - "The owner gave two addresses **(3305, 3501)** where this was not..."
- Under Finance Report, add the following after "...in response to call-in requests from residents. **We now have a 2-inch shovel contract.**" Also correct the later sentence to read, "The Board also clarified with Mike the fact that **the sidewalks along** Van Teylingen and Wesley Drive..."
- Under Old/New Business, it was **Mr. Biereichel** who moved to keep the Board officer positions the same as existing.

Ms. Ebel moved (Mr. Biereichel seconded) that the 12/18/07 minutes be accepted with the corrections listed above. Motion carried unanimously.

### **President's Report**

Mr. Smith reported that an informal meeting had been held on 1/6/08 at his home with Ms. Ebel, Ms. Johnson, and Mr. LoBosco in attendance (Mr. Poole and Mr. Biereichel were unable to attend, and Ms. Morales thought the meeting had been cancelled). The attendees discussed the following items and brought recommendations to the board:

- Z&R contract review. The group attending the informal meeting recommended that the entire board meet with Darren Burns and Kerry Cantrell in an executive (closed to the public) session on 2/19/08 at 8:30 p.m. to discuss the Association's working arrangement with Z&R. Mr. Smith moved (Mr. LoBosco seconded) that this meeting be scheduled as recommended. Motion carried unanimously. Ms. Johnson moved (Mr. Poole seconded) that a short executive session be held after tonight's meeting to bring the other board members up to date on the 1/6/08 discussion. Motion carried unanimously.
- Request from 3543 for refund of a portion of insurance deductible (from 12/18/07 meeting packet, pages 25-30). Because the attorney involved in this request also represents another homeowner, the board will discuss the request from 3543 during tonight's executive session and will notify Mr. Cantrell of any decision or direction.

Mr. Smith also reported on an informal conversation with the owner or resident at 3585 regarding poor lighting in the northwest parking lot. Apparently the tree foliage obscures the lighting. The board discussed various options, including putting a "T arm" on the pole and using motion-sensor lights. Mr. Biereichel mentioned that the area around 3305/3307 could use more sidewalk lighting. Mr. Smith volunteered to talk about these situations with a lighting contractor to get information about costs and feasibility and will report to the board.

Two days after the December board meeting, there was an ice complaint. Mr. Smith followed up with the person making the complaint and invited the person to attend a board meeting.

### **Finance Report**

Mr. Cantrell distributed amended financial reports dated 1/15/08.

In the past, board meetings were scheduled for 7:00 to 9:00 p.m., but recent meetings have been running past 9:00, thus incurring additional expense for Knights of Columbus room rental and Z&R attendance. Mr. LoBosco moved (Mr. Biereichel seconded) that meetings end no later than 9:00 p.m., that any unfinished business be carried forward to the next month, and that any agenda items of a critical or emergency nature be discussed at the beginning of the meeting. Motion carried unanimously.

Mr. LoBosco said that the board needs to start planning for reserve expenses. These projects could include lights, pool resurfacing, fence, timbers, railings (to be replaced as needed), and rocks. Mr. Smith asked that the board have final plans for reserve expenses by March 2008.

Ms. Johnson said that hot water heaters may be reaching the end of their normal "life span" (15-20 years). The board requested that Mr. Cantrell research possible discounts that could be passed along to homeowners on "volume" purchases of electric "low-boy" and "instant" hot water heaters.

Exterior painting was discussed. Sections 1 and 2 are the next sections due for painting (section 3—inside the “horseshoe” toward Van Teylingen—had 2 coats of paint applied during the last painting). Cost estimates are needed before any decisions can be made.

### **Manager’s Report**

Mr. Cantrell distributed the Collection Status Report dated 1/14/08 from Orten Cavanagh Richmond & Holmes and said that this report had not been received in time to be included in the board meeting packet.

On page 28 of tonight’s meeting packet (email dated 10/22/07 from Kerry Cantrell to Annette Richmond), there are 3 addresses listed that the board wanted OCRH to turn over to a collections agency. How much does OCRH charge us to turn over an account to a collection agency? Could Z&R do this (turn over to collection agency) on the board’s behalf? Mr. Cantrell will research whether this is in the scope of Z&R’s contract with us and will notify the board whether there would be a charge for this service. Mr. Cantrell explained that the attorneys can go after an owner personally after a superlien, but the board has to decide whether to pursue an owner through a collection agency or through the attorneys.

On page 13 of tonight’s meeting packet (email dated 1/6/08 from Jennifer Pettit to Ashley Huscher and Kerry Cantrell re: Victoria Village ledger request), the board wants an indication from the attorneys whether it looks like the mortgage company will move to foreclose on the 3 properties listed. The reminder letter should be the last letter before foreclosure. The first letter should be sent at 30 days past due. A second letter should be sent at 60 days past due (this is a demand letter from the attorneys with a 30-day deadline). At 90 days past due, a lien should be filed. If a lien is filed on a property, the board has to go after the owner personally and get a judgment.

There being no further Association business, Mr. Smith moved Mr. Lobosco seconded, that the meeting be adjourned at 8:35 p.m. This motion carried unanimously.