

**VALLEY VIEW VILLAGE HOMEOWNERS' ASSOCIATION**

A meeting of the Board of Directors for Valley View Village Homeowners Association was held **August 29<sup>th</sup>, 2024 at 6 PM** via ZOOM.

1. Roll Call – Board of Directors
  - a. Valley View Village HOA
    - i. Anne Kellerby (Present)
    - ii. Chris Harrelson (Present)
    - iii. Sam Wardell (Present)
2. Call to Order
  - a. With 3/3 of the Board members present, a quorum was established. The meeting was called to order at 6:01 PM by Laura Brown.
3. Approval Action Items:
  - a. A motion was made by Anne Kellerby to approve the meeting minutes from the June 5<sup>th</sup>, 2024, Valley View Village Board of Directors meeting as written. Seconded by Chris Harrelson. No discussion. Passed unanimously.
4. Board of Directors Update
  - a. Management provided the Board members with Q4 Education including a slideshow from the HOA Resource Center titled Governing Docs 101, a 2024 Legislative Update Summary, and a Description of Officers and Code of Conduct.
    - i. Chris made a motion to appoint Anne to the position of President. Seconded by Sam. No further discussion. Passed unanimously.
    - ii. Chris made a motion to approve Sam to the position of Secretary/Treasurer. Seconded by Anne. No further discussion. Passed unanimously.
    - iii. Anne made a motion to appoint Chris to the position of VP. Seconded by Sam. No further discussion. Passed unanimously.
  - b. Management provided the Board members with FAQs for the BOIR requirements and instructions for filing. Anne agreed to have a bookkeeper handle the filing on behalf of the HOA to ensure that everything is filed timely and correctly.
  - c. Management provided the Board members with an updated collection policy in accordance with CCIOA and the July legislative changes.
    - i. A motion was made by Chris to approve the updated collections policy. Seconded by Sam. No further discussion. Passed unanimously.
5. Management Report
  - a. Vendor Update – The HOA is currently discussing the unpaid balance to Patience Maintenance, who performed sub-par work in Summer of 2023. Anne would like Sam to recuse himself from the discussion because he has not been involved in the attorney conversations over the last year. Sam agreed.
  - b. Financial Review – Management provided the Board with YTD financials.
    - i. Balance Sheet as of 8.26.24= \$17,851.25 (Operating) + \$94,957.13 (Reserve)
    - ii. Homeowner Delinquency = \$7,499.73
      1. 5 Owners are currently behind 60+ days and are receiving delinquency notices in accordance with the Collections Policy. Management would like confirmation from the Board that after the 4<sup>th</sup> notice, the final notice must be posted to the door or hand delivered to the owner. Management encourages the Board to hire a process server.
  - iii. Anne would like to consider moving reserve funds into a CD account through the winter season to capture current interest rates. Sam would like to be able to

access the funds without penalties. Management will gather rates and terms from Edward Jones and Alpine Bank and finalize a plan via email with the Board.

1. Anne made a motion to move \$75k of our reserve into a CD account (6+ months). Seconded by Sam. No further discussion. Passed unanimously.
6. Committee Reports and Updates
  - a. BMSA (Anne Kellerby) – Anne provided members with an update on the most recent BMSA meeting. There has been a delay in construction of the new neighborhood due to contractor/subcontractor issues. Construction should begin again in Spring. BMSA updated their collection policy. Discussion on RHP’s accountability and gave kudos to John Shepard who is a long-standing member of the BMSA. BMSA also discussed RVs and pets within the community.
7. Community Comment
  - a. Penny Roehm would like the Board to reduce the number of meetings and consider combined meetings with the Townhomes and Condos. She would like the HOA to invest money in new sprinkler heads. She is concerned about the cracks in the streets and would like that addressed before the snow flies. She would also like to share that she will be filing a formal complaint with BMSA regarding exterior modifications that were not approved. Lastly, she would like management to address and remind residents that ATV use within the community (on the streets) is prohibited for safety reasons.
    - i. Anne would like to continue having quarterly meetings and Chris would like to receive monthly updates from management.
8. New Business
  - a. Anne wanted to confirm that the HOA no longer has a storage unit. Management confirmed that all pet station supplies were provided to Lush Green, who currently maintains the stations, and that the HOA has not paid for or used the storage unit since May.
  - b. Sam would like management to gather estimates for crack sealing of the streets to be proactive and limit potholes. He would like to know how often we should be sealing the roads.
  - c. Anne and Chris would like to discuss the HOA being responsible for the irrigation for the backyards of the Townhomes. Management would like to include this in the review by the attorney in 2025.
  - d. The next Board meeting will be held on 10/9 at 6 PM (in-person), rather than a Holiday party in December.
9. Motion to Adjourn
  - a. There being no further business to come before the Board, Anne Kellerby made a motion to adjourn the meeting at 6:34 PM. Seconded by Chris Harrelson; Passed unanimously.

Respectfully Submitted,

Laura K. Brown, Association Manager  
Property Professionals