

Draft Minutes of Northcreek Subdivision HOA Annual Board Meeting

Date: Saturday, September 9th, 2023

Call to Order: 9:31 am

Location: Zoom Online Meeting

Minutes by: Doug Carmichael, Treasurer

Chair of meeting: Allison Russell, President

HOA Management Elizabeth (Beth) Silverman, Distinctive Community Management

In Attendance: 26 unique households, including proxies (see list of attendees below by address). This achieves a quorum of 15 or more households, as required by our bylaws. The 2023 Board of Directors was represented by Allison Russell, Cat Cantor, Honey Ahijevych, Meera Meyer, and Doug Carmichael.

Reading of minutes. Minutes were approved with no objections.

Proof of Notice Of Meeting: The notice of the annual HOA meeting was sent approximately three weeks prior to the meeting to all owners of record. This meets bylaw requirements of 10 days to 50 days notice.

BUSINESS

A. Annual Review

○ Kiosk area update

- The kiosk's utility expenses have been very high, especially during winters. Since that area (e.g., the bathrooms) wasn't being used, the pipes were winterized and most of the heaters were turned off this year (except in the water backflow area, where heat was kept on to prevent frozen/burst pipes). The kiosk water hookup has been kept in place for now, since it would have been extremely expensive to eliminate the hookup and potentially re-activate it at a later date.
- The dead tree by the volleyball court was recently removed.
- There are some rotted fascia boards on the kiosk which should be replaced and painted.

○ Budget

- As of the end of July 2023, our HOA's total spending was roughly \$1,600 below what had been budgeted. However, removal of the large dead tree will likely push our total expenses close to our budgeted amount on a year-to-date basis.
- Although our HOA has modest financial reserves (roughly \$19,000 in the bank at the end of July 2023, and an anticipated total of around \$8,000 in the bank by the end of 2023), there aren't major projects scheduled for the remainder of this year. In addition, we are currently running a surplus annually, due mainly to the large cost savings associated with the elimination of the hot tub. As a result, at this time the Board is not planning to increase annual dues for 2024. If inflationary pressures related to ongoing expenses justify a dues increase, the Board will aim to keep the increase as low as practical.

B. Additional Owner Questions/Comments:

- It was suggested that the budget document which is sent out prior to the annual meeting should include information on the current year's spending. In the future, actual year-to-date

spending totals should be included in the annual meeting packet by Distinctive Community Management (DCM). Homeowners may also contact DCM if they wish to review copies of the budget comparisons at other times of the year. The budget comparison is updated monthly. It was also suggested that the Northcreek financials be made available on MyGreenCondo.

- In order to alleviate confusion on how to submit Architectural Improvement Requests for modifications to home exteriors and yards, homeowners can directly contact Beth (beth@dcmhoa.com) to acquire the AIR form followed by emailing her your request for approval PRIOR to the commencement of any work.
- As a reminder, any modifications to the exterior of homes or yards need to be **pre-approved**. More details about architectural approval requirements can be found in our community handbook, or our legal documents (i.e., the Declaration of Covenants). It was also suggested that the community handbook could be emailed to all homeowners on an annual basis.
- Debra Lambert has been voluntarily taking care of the landscaping near the Northcreek sign at the entrance to our neighborhood. Thank you, Debra! Debra would appreciate help in the future with maintenance of this area.
- It was noted that the inside of the mail kiosk looks like it needs to be painted. This will be evaluated. There was also a suggestion to repaint the Northcreek sign.
- Unhoused individuals have recently illegally camped in open space north of our neighborhood. For situations like this, Beth suggested residents call the non-emergency number of the Boulder Police Dept and report the issue. The more people that call BPD to report this issue, the better their response will likely be.
- Some of the package locks inside the mail kiosk area aren't working. Since the USPS is responsible for the locks, homeowners should call the USPS and request specific locks to be replaced if they are failing. Again, numerous calls may be needed in order to get them fixed in a timely manner, since there is a single USPS person assigned to this task who covers several states.
- It was suggested that the annual meeting could take place later in the year, now that these meetings are held through Zoom (rather than in-person outdoors).

C. Election of Board of Directors for 2024

- Allison, Cat, Doug, Meera, and Honey have all agreed to stay on as board members. Dan Hopkins and Suzanne Berry also volunteered to join the board for 2024. The full slate of Board volunteers was approved by a show of hands.

MEETING ADJOURNMENT: 10:40 am

Attendance (in-person and by proxy) by address:

4804 Hopkins Place	4859 Hopkins Place	3327 Sentinel Drive
4836 Hopkins Place	4802 Hopkins Place	3367 Sentinel Drive
4813 Hopkins Place	4816 Hopkins Place	3360 Sentinel Drive

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4805 Hopkins Place	4878 Hopkins Place	3343 Sentinel Drive
4859 Hopkins Place	4893 Hopkins Place	3313 Sentinel Drive
4818 Hopkins Place	4874 Hopkins Place	3386 Sentinel Drive
4803 Hopkins Place	4896 Hopkins Place	3375 Sentinel Drive
4882 Hopkins Place	3351 Sentinel Drive	3334 Sentinel Drive
4877 Hopkins Place	3349 Sentinel Drive	