

Buffalo Creek Homeowners Association

Board Meeting Minutes February 9, 2023

MEETING: The Board Meeting of the Buffalo Creek Homeowners Association was held at the Leeper Center on Thursday, February 9, 2023. Pat called the Meeting to order at 7:01 pm.

PRESENT: Board Members present: Pat Cordova, Michael Katalenic, Dan Sattler, and John Mueller. Ted Craig joined the meeting in progress at 7:05 pm. A quorum was established.

HOMEOWNERS: None present

MANAGEMENT REPORTS: Dan made a motion to approve the Minutes of the January 5th meeting and Pat seconded. The vote to approve was unanimous. After discussion of the financials highlighting: the transfer of \$50,000.00 into Reserves and combining a lower interest rate Reserve CD into this account for a higher interest rate; an update on delinquency collections to date along with the two (2) Lien purchases; and the account on the financials showing the prepaid amounts from the Town (in error) for their share of electric charges at the pump house. Dan made the motion to approve January's financials, seconded by Michael and passed by a unanimous vote.

ARCHITECTURAL REVIEW COMMITTEE: Tim gave an update on ARC requests.

DISCUSSION ITEMS: The Board discussed the request from the Annual Homeowners meeting on the Asphalt plant and the Basketball courts. Pat would look into the Towns meeting schedule and see if he would be able to attend an upcoming meeting. **Snow Removal.** The Board heard confusion from the Annual Homeowners meeting on snow removal requirements. The Board discussed making clarification in the Residential Improvement Guidelines and Site Restrictions document to mirror those snow removal requirements in the Town Code. Dan made the motion to adopt those changes, seconded by Ted, and passing by a unanimous vote of the Board. **Fees:** Also at the Annual meeting, homeowners wanted the Board to look into regaining fees incurred from compliance with HB 22-1137 which is drastically increasing our postage costs due to the requirement of sending notice by Certified Letter. Management met with Legal and discussed possible changes which were discussed with the Board at the Annual Meeting. Changes in fees should be noted in the Spring Newsletter and disclose the final approval of the changes would be voted on by the Board at the April 13, 2023, Board Meeting. The fee for producing and processing a Certified Letter should be \$20.00. Pat made the motion to proceed on this, seconded by Michael and approved by unanimous vote of the Board. The late fee would be increased from \$10.00 to \$20.00. Dan made the motion to proceed on this, seconded by John and approved by unanimous vote of the Board. The posting of Delinquency notices on homeowners' doors should have the fee of \$30.00. Ted made the motion to proceed on this, seconded by Michael and approved by unanimous vote of the Board. Management will communicate the Boards wishes with the Attorney, get a draft copy of the changes for Board review, make notice in the upcoming Spring Newsletter, and set the final vote on the Agenda for the April 13, 2023, Board Meeting. **Board Meetings:** The Board adopted a Board Meeting schedule of every other month - April 13, June 8, August 10, October 12 and December 14. Management will keep the reserved scheduled meeting times for the Leeper Center monthly in case additional meetings become needed. **Taxes:** Management reported that Account files were turned over to the CPA on January 5th, taxes were compiled, signed, and sent in along with payment.

NEXT BOARD MEETING: The next Board Meeting will be held Thursday, April 13, 2023, at 7:00 pm at the Leeper Center.

ADJOURN: With no further business before the Board, at 8:10 pm Dan made the motion to adjourn which was seconded by John. The vote was unanimous to adjourn.