

# **SINGLETREE PROPERTY OWNERS ASSOCIATION**

## **MEETING MINUTES**

**December 15, 2005**

A Regular Meeting of the Singletree Property Owners Associations' Board of Director's was held on Thursday, December 15, 2005, at 7:00 p.m., at the Singletree Community Center, Edwards, Colorado.

The members present were: Chuck Powers, Doug Crichfield, Dave Priboth, Jim Spiker and Doug Cogswell

**MEETING MINUTES** – The Board reviewed the November 17<sup>th</sup> meeting minutes. By motion duly made and seconded, it was unanimously

**RESOLVED** to approve the November 17, 2005 meeting minutes as corrected.

**TREASURER'S REPORT** – Mr. Priboth presented the financials to the Board for their review. The check for Balatas was made out to total \$850.00 but the total is actually \$979.00. Mr. Priboth will write a personal check to cover the shortfall and submit a receipt for reimbursement at the next meeting. A motion was made to accept the Treasurer's report.

**RESOLVED** to accept the Treasurer's report.

Mr. Priboth discussed the issue of having a petty cash or a separate account that would not exceed \$500.00 and would be replenished each month. Dual signatures will be required. The Board made a motion to require dual signatures on all checks for all accounts.

**RESOLVED** to require dual signatures on all checks for all accounts.

The Board made a motion to establish a petty cash account at a third bank with a \$500.00 balance in the account. The amount will not exceed \$500.00 per check.

**RESOLVED** to establish a petty cash account at a third bank with a \$500.00 balance in the account. The amount will not exceed \$500.00 per check.

Mr. Priboth was authorized to open this account at the First Bank of Avon. Mr. Powers, the President, and Mr. Priboth, the Treasurer will be the only authorized signers for this account.

Mr. Priboth will contact Roberson & Marchetti to establish a single accounts payable per property as a better level of control for SPOA.

**COVENANT ENFORCEMENT** – Mr. Powers gave a brief report on the past months activities with written violation notice to Canada and Noble. Mr. Powers will contact Noble to see if we can work on a solution. 11 issues were included in Ms. Baron's report and are in varying degrees of notification. The Board was disappointed to hear that Mr. Carlson is resigning his position as Covenant Enforcement Administrator. The Board will seek a replacement.

**DRC UPDATE** – Mr. Gregory was not in attendance.

### **PROJECTS COMMITTEE REPORTS**

Underpass: Ms. Burnett was not in attendance

Berms: Mr. Benway was not in attendance.

Weed Management – Mr. Spiker reports that he has contacted several master gardeners in the subdivision and Eagle County regarding weed control. Events will be planned to educate the community in a social setting. Mr. Powers suggested involving the BCMD to help with this project.

Rawhide Road – Mr. Priboth will follow-up to see if progress was made regarding the traffic problems on Rawhide. Several ideas were discussed to try and mitigate this problem.

**MISSION STATEMENT** – Mr. Powers presented a Mission Statement that is a result of the recent Board retreat. The Board was asked to review the document for discussion at the January Board meeting. Mr. Powers stated that he would be interested in chairing the Trails, Open Space and Environmental Issues Committee and Dave Priboth agreed to join him on this committee. It was noted by Mr. Powers that the Project Committee had not yet met and there was discussion about having Cory Carlson take a more active role in the committee. Doug Cogswell agreed to chair the Community Relations Committee and Jim Spiker will join him on this committee.

**EDWARDS OVERLOOK** – Mr. Powers reported that he had confirmed the rumor that the owners of the Edwards Overlook had expressed interest in swapping for the West Avon Forest Service Parcel and or another parcel. An exchange offer is expected in January.

**WELCOME LETTER** - Ms. Martinez-Johnson reported that she had mailed 60 letters to the new Singletree property owners. The welcome letter packet was reviewed by the Board.

**NEWSLETTER** – Ms. Martinez-Johnson will provide a rough draft of the newsletter layout and design at the January meeting.

**ADJOURNMENT** – The meeting was adjourned at 9:00 p.m.