

**Minutes of the Board of Directors of the
Singletree Property Owners' Association Meeting
March 23, 2017**

A Regular Meeting of the Board of Directors the Singletree Property Owners' Association (SPOA), Eagle County, Colorado, was held on March 23, 2017, at approximately 4:24 p.m., at the Singletree Community Center, 1010 Berry Creek Road, Edwards, Eagle County, Colorado.

Attendance The following SPOA Directors were present and acting:

- Mike Budd
- Ralph Dockery, left the meeting after resigning
- Jennie Longville May
- Ralph Merritt, by phone
- Melissa Nelson
- Karen Zavis, joined the meeting upon appointment

Also in attendance were:

- Dan Godec, BCMD
- George Gregory, BCMD
- Karen Kern, BCMD
- Mike Reisinger, BCMD
- Katie Rothenberg, BCMD
- Nina Timm, Community Manager
- Karen Zavis
- Chuck Powers
- Larry Rogers

CHANGES TO THE AGENDA:

There were no changes to the agenda.

MANAGER'S REPORT:

- The County will be installing the correct speed limit signs along Berry Creek Road and Winslow Road. These will show 25 MPH and an email will go out to residents pointing out this correction to them.
- The Sonnenalp Club has scheduled golf course cleanup for Wednesday, April 12, at 3 pm. The golf course will open for business on Friday, April 14.
- The Sherriff's Office has been contacted for increased on-street parking enforcement.

MEETING MINUTES:

The SPOA, February 23, 2017 Meeting Minutes, were reviewed and amended. By motion duly made and seconded it was unanimously

RESOLVED to approve the February 23, 2017 Meeting Minutes, as amended.

ELECTION OF BOARD OFFICERS:

Ralph Dockery submitted his resignation to the Board. The Board thanked him for his service and accepted his resignation. Karen Zavis expressed her willingness to serve out the remainder of Ralph Dockery's term.

Following discussion about Karen Zavis' qualifications to serve out the remainder of the vacated term, by motion duly made and seconded it was unanimously

RESOLVED to appoint Karen Zavis to serve the remainder of Ralph Dockery's term that expires March 2020.

Following Karen's appointment to the Board the Board returned to the Agenda and discussed the officer positions. The Bylaws require that a President, Vice-President, Secretary and Treasurer be elected by the Board.

Following the discussion, by motion duly made and seconded it was unanimously

RESOLVED to elect Melissa Nelson as President.

By motion duly made and seconded it was unanimously

RESOLVED to elect Mike Budd as Vice-President.

By motion duly made and seconded it was unanimously

RESOLVED to elect Karen Zavis as Secretary / Treasurer.

DESIGN REVIEW COMMITTEE:

- The Legal Committee met with DRC at their March 1, 2017 meeting. The Legal Committee will work with the DRC to clarify the work session process and other meeting protocol. Chuck Powers reviewed administration of the Design Guidelines with the DRC. They will jointly meet for a follow-up meeting.
- Two terms on the DRC expire this year, Mike Suman and David Viele. Larry Rogers, DRC Chairperson, will reach out to them to ascertain their interest in continuing to serve on the DRC for another 3-year term. The Board will follow-up on this, as the Board appoints DRC members.

TREASURER'S REPORT:

- A Balance Sheet Report shall be included in the Board's packet going forward.
- The March financials will be re-presented in April.
- The Board acknowledged receipt of the February financial statements.

Following the financial discussion, by motion duly made and seconded it was unanimously

RESOLVED to approve the March payables as presented.

SPOA BOARD COMMITTEE APPOINTMENTS:

The Board agreed to hold a work session on Monday, March 27, 2017, at 9:00 AM. The purpose of the work session is to appoint Board Members as committee heads and set goals for 2017, based on defining SPOA's mission.

COMMITTEE REPORTS:

COVENANT COMPLIANCE:

A number of notices were issued to residents who did not have their trash can in their approved enclosure, except on trash pickup day. Upon follow up these violations were no longer an issue.

LEGAL:

SPOA's Attorney, Wendell Porterfield, has given his approval to the updated Covenant Administration Policies, Regulations and Procedures. The Fine Schedule should be reviewed, considered and approved by the Board.

TRAILS AND OPEN SPACE:

There was an update on the barbed wire removal project this summer along the USFS property line. A request to leave the old fence posts was made, particularly along the east side of Singletree.

COMMUNICATIONS:

SPOA and BCMD's page was in the March *Inside Singletree*. The goal is to provide Owner education as well as pertinent calendar items. The Committee is always looking for input on topics to include. Email blasts are sent on a timely basis for items that are relevant community-wide.

SOCIAL:

The swing dancing class is on Saturday. The April event will be a painting class taught by Alpine Arts Center. The summer concert series will return in June, currently working on booking bands for each summer month. I-70 and Singletree cleanup day is Saturday, May 6, at 9:00 AM.

OPEN ITEM STATUS REPORT:

There was none.

EXECUTIVE SESSION:

Chuck Powers, attorney, requested the Board move to Executive Session to receive legal advice about the updated Covenant Administration Policies, Regulations and Procedures.

Following the discussion, by motion duly made and seconded it was unanimously

RESOLVED to move to Executive Session at 5:20 PM.

The Board adjourned from Executive Session at 6:15 PM.

The Board discussed the proposed Fine Schedule that would be included as part of the updated Covenant Administration Policies, Regulations and Procedures. Following the discussion, by motion duly made and seconded it was unanimously,

RESOLVED to approve the proposed Fine Schedule and it shall be included as part of the updated Covenant Administration Policies, Regulations and Procedures.

ADJOURNMENT:

There being no further business to come before the Board, by motion duly made and seconded it was unanimously

RESOLVED to adjourn the Regular Meeting of the Singletree Property Owners Association Board at 6:25 pm this the 23rd day of March, 2017.