

**Minutes of the Board of Directors of the
Singletree Property Owners' Association Meeting
April 27, 2017**

A Regular Meeting of the Board of Directors the Singletree Property Owners' Association (SPOA), Eagle County, Colorado, was held on April 27, 2017, at approximately 4:55 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 Merritt
- Melissa Nelson
- Karen Zavis

Also in attendance were:

- Dan Godec, BCMD
- George Gregory, BCMD
- Karen Kern, BCMD
- Nina Timm, Community Manager
- Larry Rogers

CHANGES TO THE AGENDA:

There were no changes to the agenda.

MANAGER'S REPORT:

- Starting next week residents will be able to pick up their Sonnenalp Club golf cards. The cards will entitle residents up to six rounds of golf at a discounted rate after 1:30 pm.
- SPOA now has a Platinum Checking Account at US Bank. This requires a minimum account balance of \$25,000 and allows for up to 500 transactions per month at no charge.
- The painting class has 43 residents signed up for it.

MEETING MINUTES:

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

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

DESIGN REVIEW COMMITTEE:

- The Design Review Committee will be working on clarifying term expirations and chair and vice chair positions.
- The work session will be transitioned out and that portion of the meeting will now take place during the regular meeting.

- Larry Rogers will speak with existing Committee members about their interest in continuing to serve on the Committee.

TREASURER'S REPORT:

- A Budget Allocation Schedule will be prepared for the May meeting.
- The financials will be presented using a modified accrual basis going forward.
- A request to provide feedback or request additional information on the new reports was made. Going forward, the annual budget column will be added to the monthly payables report.
- It was clarified that Nina completes the bank reconciliations and Karen Zavis will review them monthly.

- The Board acknowledged receipt of the April financial statements.

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

RESOLVED to approve the April payables as presented.

SPOA BOARD COMMITTEE APPOINTMENTS:

The Board held a work session on Monday, March 27, 2017, at 9:00 AM. The Board is working on creating a mission statement that will help define annual and long-term goals and budgeting. The updated organization chart should be included in the next meeting packet. There was agreement that once complete, the organization chart and each committee's goals should be posted on the website.

COMMITTEE REPORTS:

LEGAL:

The Legal Committee requested confirmation of the goals they presented. The goals include:

- Working with the Design Review Committee to clarify terms and certain procedural matters.
- Provide written guidelines for certain SPOA Board Meeting protocol.
- Work with BCMD on contracts for shared service(s).

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

RESOLVED to approve the Legal Committee's goals as presented.

TRAILS AND OPEN SPACE:

There was a request to include removing the barbed wire fencing around Holes 15 and 16 as part of the project on June 10.

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

RESOLVED to approve the Trails and Open Space Committee's goals as presented.

COMMUNICATIONS:

The Board discussed topics that could be included in Inside Singletree and some ideas are –

- Wildflowers in Singletree
- Art installations in Singletree
- What is Singletree named after? What is a singletree?
- Street name history

SOCIAL:

The painting class is on Saturday, April 29, and will be well attended. The June concert has been booked, Turntable Revue Duo. Currently working on the July and September bands.

OPEN ITEM STATUS REPORT:

- SPOA Email Communications Policy Direction for the Communications Committee
The Communications Committee will evaluate non-SPOA requests to send out emails to residents on the SPOA email list on a case-by-case basis. When the Communications Committee is uncertain about a specific request it will be brought to the entire SPOA Board for their direction on whether or not an email should be sent out using the SPOA email distribution list. Under no circumstances shall the SPOA email list be provided to others.

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 of Directors at 5:55 pm this the 27th day of April, 2017.