

**SINGLETREE PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS  
November 19, 2015**

A Regular Meeting of the Singletree Property Owners Association was held on Thursday, November 19, 2015, at the Singletree Community Center, Edwards, Colorado.

Members present: Melissa Nelson, Jennie Longville May, Ralph Dockery and Ralph Merritt  
Absent: Jay Gould BCMD President, George Gregory, was also in attendance.

**AGENDA** – The agenda was reviewed by the Board members and approved.

**MEETING MINUTES** – The Board reviewed the October 15, 2015, meeting minutes. By motion duly made and seconded, it was unanimously

**RESOLVED** to approve the October 15, 2015, meeting minutes as submitted.

**TREASURER’S REPORT** – Director Dockery presented the payables to the Board for their review. By motion duly made and seconded, it was unanimously

**RESOLVED** to approve the payables as submitted.

The Board reviewed the financial statements. By motion duly made and seconded, it was unanimously

**RESOLVED** to approve the financial statements as submitted.

Since the CenturyLink bill arrives in the middle of the month, it will be posted and paid as petty cash in the future.

Intent to lien letters were sent out informing delinquent owners that they have until the end of November to bring their accounts current or a lien will be filed on their property.

Director Dockery will look into payment and reimbursement for the annual party from BCMD as it appears, from the financials, that BCMD has paid for the entire party.

**MANAGER’S REPORT** – Ms. Martinez-Johnson gave a brief report on the past month’s activities. Twenty-five letters were sent to delinquent owners and ten have responded with payment as of today’s date. There are 100 confirmed reservations to date for the Wine Tasting & Sale slated for November 20. There will be a bill from Alpine Party rentals for linens and wine glasses. The Board requests that a reminder be sent on Friday, November 20, to remind property owners about the Wine Tasting and snowshoe hike. Hikes will be held on the third Saturday of each month. The Social Committee is also considering a spring seminar about gardening and weed control and a card making event in February.

**COMMITTEE REPORTS**

**Covenant Compliance** – Director Merritt will obtain the correct mailing address for the legal owner of the property at 41 Prairie Circle. It appears that the registered owner of the property is not receiving correspondence from SPOA because the renter has her address listed with the county for this property. It is likely that the legal owners of the property are unaware of ongoing issues which include commercial trucks, utility trailer, at least seven cars parked nightly and the

rental of a room above the garage which the renter states is not being used as a separate rental unit.

**Open Space, Trails and Environmental Committee** – No report at this time.

**Communications Committee** – Director Nelson reported that postcards had been sent to residents informing them about the wine tasting, the hike and the fact that future correspondence will be by email unless otherwise required. The Board would like an email reminder sent regarding the two events for this coming weekend.

**Social Committee** – The snowshoe/hike and wine tasting were discussed during the manager's report.

**Design Review Committee** – Director Nelson reported that George Gregory has resigned from the Design Review Committee effective immediately. Larry Rogers will replace him as chairman. A motion was made to appoint Larry Deckard to the Design Review Committee to fill the vacancy. By motion duly made and seconded, it was unanimously

**RESOLVED** to appoint Larry Deckard to the Design Review Committee.

**BERRY CREEK METRO BOARD LIAISON UPDATE** – George Gregory gave a brief report about the Community Center expansion progress. He reported that construction bid deadline is today, November 19, at 5:00 pm.

**OLD BUSINESS** - None

**NEW BUSINESS** – Director Nelson presented the proposed 2016 budget. The Board made adjustments to create a zero balance budget. More information is needed from BCMD in order to reflect shared expense projections accurately.

**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 this the 9<sup>th</sup> day of November, 2015.