

# **SUNSET RIDGE PROPERTY OWNERS ASSOCIATION**

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## Board of Directors – Regular Meeting Minutes

**December 3, 2019 5:00 pm**

Beaver Village Management, Winter Park Station, 79050 Ste. 4, US 40, Winter Park, CO

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Call to Order: Pam Hanson at 5:02 pm.

### 1. **Attendance and Quorum:**

Pam Hanson (Vice Pres.); Mark Johnson, (Treasurer); Allen Nordin (Secretary); Don Maurais, David McKnight and John Niedzwiecki (members-at-large).

Bill Steinmiller (President) absent.

A quorum was present.

### **Others Present/Request to Speak:**

Kathie & Dan Mitchell (529 Silver Lining Cr.). Blair Kilgallen (16 Sunrise Dr.) and Bob Hughes (168 Sunset Dr.), both addressed board. (*Sign-in sheet included in Board packet*)

### **Action Items-**

2. Approval of Agenda\*\*: (*agenda provided and distributed by Pam Hanson*). There was no motion to approve the agenda as presented.

3. Approval of Minutes\*\*:

John Niedzwiecki moved to approve the **September 26, 2019** regular meeting minutes, as amended. Don Maurais seconded. Motion carried.

4. Financials\*\*: Mark Johnson

Mark gave a brief overview of the budget Balance Sheet and General Ledger including how much was spent on the paving and PID vote, which amount totaled \$18,172.85. He indicated there could be a couple of additional expenses that have yet to be recorded. There was no further discussion and no motion to approve the budget as presented.

5. Business NOT on the Agenda:

Bob Hughes addressed the Board with a summary, (*included in Board packet*) reflecting on transparency and communication between the BOD and the membership. He also touched on the need to have an open and transparent system for matters that have significant financial impacts on *all* property owners.

Blair Kilgallen addressed the board with a 'Good Neighbors...Good Living' concept, (*included in Board packet*). Discussions suggested the use of a Facebook (FB) platform. Don Maurais offered to contact Mike Mason about the FB he had setup for the trails to

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see if there could be one FB site everyone could use in place of multiple FB accounts. At the 2019 annual meeting, Blair had asked about the possibility of establishing a Neighborhood Watch program and asked if the Board thought that was worthy of looking into. Board asked Blair to provide an update at a future meeting.

## **Discussion Items:**

### 6. Old Business:

Paving/PID Vote Outcome:

Pam Hanson provided a summary regarding the November election results of the SSR ballot questions, that being a defeat of the public improvements being 56 FOR and 92 AGAINST; however, Pam indicated she wasn't certain these were the final numbers and will contact the County Clerk to verify the official vote count.

SRPOA Website Administration:

There was a discussion regarding who responds to the [srpoa@sunsetridgepoa.com](mailto:srpoa@sunsetridgepoa.com) email, the current understanding is that no one monitors it. Additional discussion on updates to the website including who manages it, who should have access for updating, adding/deleting content, posting of meeting agendas and minutes, etc. Pam moved to approve Beaver Village Management (BVM) as the webmaster for the SRPOA, Mark Johnson seconded the motion. Motion carried.

### 7. New Business:

There was a discussion about SSR owners having access to the Devils Thumb Ranch (DTR) trails and the possibility of DTR offering a discounted trail pass to SSR owners. Don Maurais will follow up on this matter and provide a report at the next meeting.

Bill Steinmiller provided hard copies (*included in Board packet*) of 'Responsibilities of Board Members' to the Directors for consideration of taking on these roles for addressing specific POA issues and to be the point-of-contact for communicating with the membership. The following areas were outlined as follows:

- Business Affairs: Financials, Insurance and Website – Mark Johnson
- Fire Mitigation – Don Maurais
- Septic System Inspections – John Niedzwiecki  
Homeowner/Contractor Coordination. Review/update on current County septic inspection requirements.
- Road Maintenance & Safety – Allen Nordin
- Trails and Pond – Dave McKnight in coordination w/Mike Mason.
- Architectural Control Committee (ACC) and Entrance Sign – Pam Hanson in coordination w/Bill Steinmiller and Mike Mason.

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Discussion turned towards how to work towards getting this in a draft format and disseminating it to the membership. Further conversation needs to take place at future meetings.

### 8. Board Choice:

There was discussion regarding BOD's providing agenda items to the president and secretary no later than 7 days (sooner if possible) prior to the meeting date. Additionally, notice of upcoming BOD meetings including the BOD packet need to be posted to the website, and, a blast email notice to the Membership of not less than one week in advance of the next scheduled meeting. Mark Johnson motioned to approve, motion duly passed.

### 9. Next Meeting:

Monday January 27, 2020 @ 5:00 pm

### 10. Adjourn\*\*:

At 6:49 pm, Dave McKnight moved to adjourn, Pam Hanson seconded. Motion carried.

### \*\* Denotes Action item

*These minutes approved by the board of directors at their **January 27, 2020** regular meeting.*

Respectfully submitted by:

Allen Nordin, Secretary