

Meeting Minutes

1. Welcome (President)

2. Call to Order & Roll Call (President)

Director/Treasurer Pro Tem (exp. 2027)	Dave Blankenbeckler	<input checked="" type="checkbox"/>
Director (exp. 2027)	Julie Emo	<input checked="" type="checkbox"/>
President/Director (exp. 2026)	Fritz Foss	<input checked="" type="checkbox"/>
Vice President/Director (exp. 2025)	Jason Kruse	<input checked="" type="checkbox"/>
Director/Secretary Pro Tem (exp. 2025)	Dan Mispagel	<input checked="" type="checkbox"/>
Treasurer	OPEN	<input type="checkbox"/>
Secretary	OPEN	<input type="checkbox"/>

Welcome to Julie Emo, our newest Director!

3. Owners Forum – 10 min. **No Member attendees** (other than Board). **No speakers.**

Election of Officers (POST-MEETING NOTE: this was added/done later during the Meeting).

4. Meeting Minutes Approvals

- **MOTION/VOTE:** Approve July 31, 2024 Board Meeting Minutes.
 - **Board review/discussion** (Board membership at/since the meeting, snow removal provider).
 - **Jason Motioned to approve, Dan Seconded, Approved Unanimously.**
 - **Procedural clarification:** current Board Members may vote on Meeting Minutes even if they were not in attendance at, nor on the Board during, the Meeting.
- **MOTION/VOTE:** Approve August 26, 2024 Board Meeting Minutes.
 - **Board review/discussion** (Board membership/attendance at the meeting).
 - **Fritz Motioned to approve, Jason Seconded, Approved Unanimously.**
- **MOTION/VOTE:** Approve October 16, 2024 Board Meeting Minutes.
 - **Board review/discussion** (Primary Meeting purpose, Board membership change prior to Meeting).
 - **Dan Motioned to approve, Dave Seconded, Approved Unanimously.**
- **MOTION/VOTE:** Approve October 28, 2024 Annual Meeting Minutes.
 - **Board review/discussion** (Board membership changes, motion/vote items and outcomes, reserve investment).
 - **Jason Motioned to approve, Dan Seconded, Approved Unanimously.**

5. Treasurer's Update – 10 min.

- Correcting addresses for returned Annual Meeting mailings.
 - **Treasurer to review/correct three addresses**

- **Discussed possible CD investment for Reserve funds. Might do 2-3 CDs spread out over time.**
 - **How much do we leave in Reserve fund? TBD**
 - **Vote by email on # of CDs? TBD**
 - **Planning for 2025 Annual Assessment.**
 - **Discussed getting ready for/logistics of mailing annual assessment.**
 - **Discussed possible CD investment of Reserve funds.**
 - **2-3 CDs spread out over time.**
 - **How much to leave in Reserve fund? TBD**
 - **Vote by email on investment details? TBD**
 - **Periodic Report needs filing.**
 - **Discussed reducing purchased DropBox seats.**
 - **Experiment with/test folder sharing to reduce # of paid seats.**
 - **Proposed deadline to get testing done before next Board meeting.**
6. Old Business/Committee Reports – 20 min.
- **Design Review (Brian Terry, Dave) – update (Brian not in attendance)**
 - Suggested Design Guidelines updates before the Board for review.
 - **DRC has proposed changes to Filing 6 Design Guidelines (sent via email to President), and recommends making proposed revisions the basis for all Filings**
 - **Need to involve Membership/follow the correct legal process in adopting/recording the changes.**
 - **Proposed changes to the Board for review.**
 - **Landscaping (Pat Zolotar) – update (Pat not in attendance)**
 - 2024/2025 snow removal – provider selected.
 - **A-Z Services has been chosen as provider.**
 - Front entrance sign overhaul
 - **Cleaned and painted by volunteers – Thanks to all!!**
 - 2025 Common Area Maintenance estimate – received from provider for review.
 - **Current provider Panorama sent estimate for 2025 Board to review and vote on estimate.**
 - **Do we still need three bids? TBD. Dan to investigate.**
 - **IT (Sterling) – update**
 - IONOS HiDrive storage location and security.
 - **Examined IONOS HiDrive security information on their Website during Meeting.**
 - **Where is data repositied? They have 40 data centers around world. Need to determine if we can choose where our data is repositied.**
 - **Get “white paper” on their security/data centers if available.**

- **Need to compare cost with Dropbox. Prioritize security/functionality.**
 - Options for reducing Dropbox seats.
 - **See above under Treasurer's update.**
 - **Discussed adding Internet Domain protection from IONOS. Sent Board a link to information on IONOS' Website.**
- Communications (Jason, Dan) – update
 - December flyer content.
 - **Flyer due out next week**
 - **Jason and Dan to distribute**
 - Priorities for expanding communication means/methods in 2025.
 - WordPress MailPoet usage.
 - **Need to revisit/reinstate its use.**
 - **Mention in forthcoming Newsletter that we'll be transitioning to electronic Newsletters by March 2025 and Members should sign through the Website.**
 - Creekside I Grounds Report proposal
 - **Suggests initiating Neighborhood Watch-type report.**
 - **Put behind a Members-only area on Website (to be created).**
 - **Not trivial to build a secure Members-only area on the Website, but will provide more tools for the Members (e.g. electronic voting).**
 - Plans for Member education in 2025.
 - **Proposed creating Education Tab on Website**
 - **Post pending/passed Colorado Legislation/Statutes.**
- Governing Documents Review (Jason) – update
 - Status of finalizing revised Bylaws draft & next steps.
 - **Formatting of marked-up document fixed, kept essential revisions - work in progress.**
 - **Need to focus on essential revisions.**
 - **Recommend retaining law firm that wrote original Creekside I HOA Bylaws (Lyons Gaddis) to review revised Bylaws draft. Need at least three quotes.**
 - Policies revision planning.
 - **Discussed existing content/revision of Policies (as needed) after revised Bylaws complete.**
- HOA-related legislation tracking (Dan) – update
 - Accessory Dwelling Units (ADUs) legislation
 - **Post information on planned new Education Tab on Website.**
 - **Task DRC with ADU research legislation/impact on HOAs.**
 - **Also discuss with Noel & Martinez team.**

- Posting links to pending/passed legislation on Website.
- Longmont Neighborhood Group Leaders Association (NGLA) – update
 - Rejoining and representative candidates.
 - **Julie discussed her prior involvement/experience and process for obtaining a grant.**
 - **Julie volunteered to be primary NGLA representative again, Dan to be backup.**
 - **Could obtain grant(s) for common area re-landscaping project(s), could be substantial amount.**

7. **POST-MEETING NOTE: Elected of Officers at this point in the Meeting (added to the agenda during the Meeting).**

- **MOTION/VOTE (Fritz): Keep the Officers the same as they are currently on the Board. Dan Seconded. Approved Unanimously.**

(continuation of Old Business/Committee Reports)

- Report (Dan) on Neighborhood Leadership Series (NLS) presentation entitled Annual HOA Legislature Update, 08/28/2024, 6:30-8:30 pm at Longmont Senior Center, Room D.
 - **Dan attended, hosted by Altitude Law. Can search on topics through their website (e.g. ADUs). Might want to link to their search tool on planned new Education Tab.**
- Annual Meeting – postmortem
 - Critique and suggestions for next year
 - **Discussed how to streamline voting process (particularly in the case of combined directed proxy/in-person voting).**
 - **Keep Owners Forum at end of meeting (questions may be answered during meeting).**
 - **Went smoothly for the most part.**

8. **New Business**

- Holiday lighting and luminaria planning/action items.
 - **Put volunteer notice in Newsletter.**
 - **Community Member put lights up; trouble with icicle lights.**
 - **Order/obtain luminaria supplies (as needed).**
- Financial Crimes Enforcement registration – need FinCEN IDs from Directors
 - **Need to use Personal ID/Email.**
- Beneficial Ownership Information – filing status (deadline Jan. 1, 2025)

9. **Board/Committee Open Positions – discuss options for filling these.**

- Secretary (Director Dan Mispagel serving as Secretary Pro Tem)
 - **Discussed workload on secretary position.**

- Treasurer (Director Dave Blankenbeckler serving as Treasurer Pro Tem)
- DRC members – need 3 from each of Filings 1A, 3, 4, 6 (Chair can be the 3rd member for each filing), 3 total for consolidated Filings 1, 2, 5. Besides Chair, we now have volunteers (see Website Design Review page)
 - 2 from Filing 2
 - 1 from Filing 3
 - 2 from Filing 6
 - 1 from Filing 4

10. Approvals

- October 10th, 2024: email motion to approve spending \$192.30 for new annual meeting yard signs. **Motion passed** (unanimous).

Non-Board Members excused.

11. Executive Session (not recorded)

- Outstanding Records Request
 - **Discussed.**

Adjourn