

CCVNHOA Board Meeting  
Minutes for 9/2/08

In Attendance: Jim Goode, Rick Spoor, Denika Dwyer, Alan Saltzman, Gordon Roy, Jennifer Lace, Mary Lou Smith, Barbara Dorsey, Karen Kronauge, Frank Hare, Chris Leonard

1. Frank called the meeting to order and welcomed Chris Leonard as the new Board Secretary.
2. Alan presented architectural requests that he had been collecting all summer. The request for 4218 S. Alton St. is approved if GV city approves. Gordon Roy would like to see a copy of GV approval before our final approval since GV has very strict fence ordinances. All other requests were in order and approved. Gordon suggested that we have a copy of permits on all major construction projects (including fences, major landscaping, driveways, roofs, and additions) from GV. \*Chris Leonard will send approval letters to approved projects. Gordon brought up projects that had not yet submitted architectural approvals, and it was decided to put a reminder in the upcoming newsletter. \*Chris and Alan will discuss a method of better communication for architectural committee to/from residents; possibly a reminder postcard mailed to residents who haven't submitted requests or "We need permit" postcards.
3. Minutes are on the web-site. Electronic and hard copy of all minutes need to be kept in the future. Some past meeting minutes are missing.
4. The lost computer has been recovered and is now at Karen's house. \*Unfortunately, a port is bent, but Frank offered to try to fix it and get all the hard drive information to Chris. Chris and Karen now have the keys to the mailbox. \*Chris will make and keep 2 extra copies of the key.
5. Tim Stenger e-mailed his letter of resignation from the Board due to his upcoming move. The Board recognized Tim for his hard work and leadership on the Board over the past years. The Board voted unanimously to accept Tim's resignation and to name Frank Hare as the President – Pro Tem until the upcoming Annual Meeting.
6. Karen presented the current balance sheet and P&L statements for the neighborhood. She will be depreciating the entrance monuments. Frank thanked Karen for her great work. \*Karen will draft a copy of SOPs and a Board Manual and will present these to the Board at the next meeting. The Board will then take 1 month to review, change, make additions/deletions for a final draft for November. The final draft will be reviewed by our attorney, Mr. Sanchez, to ensure that all language and procedures are appropriate.
7. The Board voted Dec. 2 for our December meeting so we would have time to prepare for the upcoming Annual Meeting hopefully to be held the following week. \*Chris Leonard will call Hope Church and get available dates. The dates for fall Board meetings are October 7<sup>th</sup> at Karen's home, November 11<sup>th</sup> at Frank Hare's home, and December 2<sup>nd</sup> at Chris Leonard's home. \*Chris Leonard will send a reminder 7-10 days before each meeting. The Board will have several days to RSVP, and Chris will send out an e-mail a couple of days prior to meeting

- showing proposed attendance and either confirming or canceling the meeting depending on whether or not a quorum is met. A current quorum requires 5 members in attendance.
8. Frank has updated the calendar and newsletter on the web-site. Chris listed potential articles for the upcoming newsletter. \*Chris will put the phone number for airport complaints in the newsletter (found on web-site also).
  9. \*Chris will have a draft of the newsletter at the October meeting for Board approval with distribution to follow soon after. We need to include a Proxy in the newsletter about the Board of Directors. At the next meeting, we will accept nominations for the upcoming Board and include this in the newsletter.
  10. It was discussed whether to have the Annual Meeting and the Holiday Party on the same night, but several members felt that there were cross purposes and we might not want to attempt it this year.
  11. The original date for the Progressive dinner was September 27<sup>th</sup> and will be organized by Chris Leonard and Kathie Harris. (Due to travel plans of many residents, the date has been changed to October 11<sup>th</sup>.) \* Jennifer Lace said that she will ask the Molitars if they might be interested in hosting. Upcoming events and hosts include: The Halloween Party – TBD host. (\*Gordon said he would approach the Schultz's, but since this meeting, they have said that they cannot host it this year, so we still need a host.), The Cookie Exchange – Paul and Mimi Mikelevicius, The Hayride – Jennifer Lace, The Holiday Party – TBD (\*Jim suggested the Village Club, but he has since checked and it is not available for this year, but will try for next year, so we still need a host).
  12. Ads have been placed in the Thrifty Nickel and on Craig's list for this weekend's Garage Sale. \*Karen will get with Jennifer about key placements for signage. A letter was read from Conch McNamara regarding her hopes for better advertising this year, and Karen read her response to Concha.
  13. \*Gordon has offered to be our liaison with Centennial Airport and to attend as many meetings as he is able. He is waiting to hear if he is getting moved to swing shift at work, so this might impact his ability to attend meeting.
  14. \*Chris will interview Gary Kleeman for each newsletter in a column called "Greetings from Gary" to include pertinent information regarding GV.
  15. The Board wants to ensure that all of its communications with the neighborhood express a friendly and helpful attitude and to maintain a neighborly tone.
  16. In October, the Board will discuss whether to distribute newsletters by mail or by hand.
  17. Meeting adjourned.

Minutes respectfully submitted by Chris Leonard.