

GREENFIELD MASTER ASSOCIATION
A NON-PROFIT CORPORATION

BOARD OF DIRECTOR'S MEETING
Monday, June 13, 2011 - 4 PM

MINUTES

A. Call to Order at 4 PM.

Board Members Present: Shannon Scott, Ken Hume, Cathy Wise, Scott Whitney and Steve Rowe.
Board Members Absent:
Also Present: Eric Plouffe, JBK Landscape; Kim Armitage, YMCA; Paul Krames;
Adriane Krames; and Chris Ricketts, CMCA®, Association Manager.

B. Committee Reports

1. Grounds Report – Eric Plouffe

Most of the items noted on the walk through are done.
Estates Bridge rock bed completed.
Flower bed – cascade petunia sparse and will be adding additional plants.
Over-seeding complete in bare areas, typically about 50% takes.
Native grasses cut and mowed, see attachment.
LMD does not mow as native grasses do not have rhizomes and does not spread as intended when mowed, leaving bare patches. Mowing of native areas will be 2 times per year.
Drain to take downspout water away from Clubhouse and into the garden is bid at \$225

2. Pool Report – Kim Armitage

The vacuum arrived. The water temperature has averaged 87° and is using bleach at a high rate. In the pump room the temperature was measured at 91°. Kim recommended lowering the water temperature. A back up tank of bleach is already on hand. The fill line hose does not reach the parking lot. The CO² fill is point next to the wader pool and the hose should reach from the parking lot. Colorado State water temperature guidelines are 82° to 84° with a minimum of 77°. The board asked the temperature to be lowered by 2° and then to monitor it. If still too warm, check with the board to lower it an additional 2°. There are 68 Swim Team Registrations at this time with 7 non-resident applicants. A few additional registrations could still happen. Swim lessons began June 13, 2011. The pool is popular and the current usage is high. Later when the usage drops of, the lifeguard numbers will be reduced.

4:23 PM Steve Rowe arrived.

The board wants to ensure that only one lifeguard is in the office from between the hours of 10 AM to 8 PM. The manager received a number of phone calls from owners that have cards that did not work for various reasons. However, the lifeguards were telling everyone that cards were turned off because of account balances. Since this is not always the case, the lifeguards were asked to say they don't know and ask residents to call the manager at the office for assistance. The YMCA staffs lifeguards at 1 guard per 25 in the pool area. Large groups must be arranged in advance to ensure enough lifeguards are on duty. The head guard will then need to arrange for more guards. The cost of the extra guards is to be paid by the owner that brings in more than 2 guests. The board okayed the storage and sale of Otter Pops, the proceeds will go towards the purchase of games and prizes for Association Activities. The bottom shelf in the Clubhouse

freezer may be used. The top shelf is needed for owners that rent the Clubhouse and must be kept clear.

3. Social Committee

Heather Prue submitted her resignation. Adrienne Krames stepped forward to arrange the 4th of July activities. Board members will also pitch in.

4. Clubhouse – Adrienne Krames

May, 2 rentals; June 6 rentals or scheduled and 3 scheduled for July. Adrienne will continue to monitor the Clubhouse and lifeguards. The cleaning company could be more thorough. The cleaning was estimated to take about 3 hours but the worked stopped at about 1 ½ hours. There are Pool Party rules that include having more lifeguards on duty and that is part of the expense an owner pays when renting the Clubhouse and using the pool, or just having a party at the pool, Call Adriane for details at 303 680-5120.

4th of July - Barbeque, Pool Party, Parade on Fair Avenue. Paul & Adrienne Krames will help and Steve has a neighbor that may be able to help with this. Shannon will send out a Blast.

5. Architectural Review Committee

All applications received as of June 13, 2011 have been reviewed, the decisions made and notices mailed. At this time, there are no pending applications.

The manager is to send a follow up letter to 20681 regarding the garage door that is to be brought into compliance with Association standards. The extra time the owner requested to make the required changes has elapsed.

6. CENCON – Scott Whitney

Population in Centennial has passed the 100,000 mark, resident average age is 40 with average income of \$103,000 per year and 80% are college graduates.

7. Audit

The Auditor needs documents and reports in order to properly audit the Association financial records and to properly prepare tax returns. Receipts for reimbursement are to be submitted within 2 weeks after the event. A regular report of expenses will need to be submitted from Committee Chairs each month there is any activity.

C. Minutes

1. Cathy Wise moved to approve the Minutes of April 11, 2011. Ken Hume second. The motion carried.

Ken Hume submitted his resignation from the board at 5:43 PM.

2. Steve Rowe moved to approve the Minutes of May 9, 2011 as amended. Cathy Wise second. The motion carried.

D. Financial Reports

1. The Board reviewed the Auditor's letter and draft report. In paragraph 16, the board wants the letter to be changed to read that the Association will not have sufficient funds without a dues increase. The dues have been \$55 for the past 16 years with the recent addition of \$5 extra to go to pool replacement. With changes noted, the Board approved the letter and draft report. SEMSWA billing was reviewed. The manager will check to see if this is annual or other period.
2. Cathy Wise moved to accept the Financial Reports, Steve Rowe second. The motion carried.

E. Old Business

1. Delinquencies and returned mail were reviewed. The manager will prepare a list for each board meeting of the returned mail for owners that cannot be located from information in the office.
2. Delinquent owners' files will be sent to the board for review prior to being sent the attorney.
3. The Board would like to meet with the Collections Attorney. The manager will not send any new files the collection attorney until after the Board's meeting with the collections attorney and a review of the individual files by the Board.
4. The manager will contract IREA for more information of the Board's proposal regarding street lighting contract.

F. New Business

1. The board received complaints about baseball games in a pocket park, damage to owner's property and damage to the park lawn was reported. Also reported is how other residents were not able to use the pocket park as a result of hardball baseball games. A neighbor has made the Board aware of softer baseballs that may be a safer alternative to the standard hard ball when playing in our neighborhood parks. Atec, as well as other manufacturers, make softer balls that give the look and feel of a regular hard ball, but is softer and will not travel as far. Please remember that you are responsible for any damage caused to your neighbors' property when playing ball or other activities in our parks.
2. Project List is mostly completed. Access Control Software Version 8.1 is now available and is reported to be able to run on a 64-bit computer. The Association's PC will be researched by Cathy Wise and the manager and is to be purchased as soon as possible. There is \$1,000 in the budget for this item.
3. Area behind 20602. Steve Rowe and the manager will arrange to meet with the owner to look into the possibility the water is coming from a sump pump. Sprinklers and flood control have been ruled out as possible sources of standing water.
4. Estates entrance, vehicle damage to light standard and brick pillar claim pending with driver's insurance company. The brick pillar is repaired and the light standard is on order. The invoices will be submitted to Farmers Insurance when the repairs have both been completed.
5. An owner contacted the manager about an open fire pit. The Fire Department reported there are set back requirements from flammable items and property lines. Also, all fire pits must be screened to prevent sparks from escaping and starting a fire in the field or elsewhere. Owners with fire pits will also need to be aware that their smoke does enter other owner's homes and is considered a noxious activity. Courtesy when using a fire pit is needed at all times.
6. An owner complained about unleashed dogs in common areas. The Centennial laws are different from the Arapahoe County laws. All dog owners are encouraged to keep their pet on a leash for safety and courtesy reasons at all times when the dog is outside the house or fenced yard.

7. Pillars at the Euclid entrance have some brick damage or missing bricks and top cap damage. A second bid for repairs will be sought.
8. Pool parties require arrangements three (3) weeks in advance to ensure the proper number of Lifeguards are on duty. There is a charge to the homeowner for having extra lifeguards on duty. The YMCA has a sample contract that the board will review and modify for use at Greenfield.

The meeting was adjourned at 8:55 PM.

Approved: _____
Date