

GREENFIELD MASTER ASSOCIATION

A NON-PROFIT CORPORATION

BOARD OF DIRECTOR'S MEETING

Monday, August 13, 2012 - 5 PM

MINUTES

A. Call to Order at 5:05 PM.

Board Members Present: Bob Frazier Mike Hamrick, Rich Valentino and Jed Brown.
Board Members Absent: Shannon Holtman.
Also Present: Carol Berta, Dave Henderson, Don Kellner, Aurora Stein Adriane Krames, Paul Krames, Eric Plouffe, JBK; and Chris Ricketts, CMCA®, Association Manager.

B. Committee Reports

1. Landscape - Eric Plouffe, JBK Landscape

- a. The bushes around the Clubhouse were trimmed. 20 yards of mulch remains to be applied near the small playground near the basketball court. Otherwise, all work orders from the last meeting have been completed. The sprinkler heads were changed (at no charge) in the flower bed to reduce overwatering. LMD has planned to replace 4 trees on Jericho next spring.
- b. The French Drain installation in the Native Area at So. Killarney & E. Caley Dr. is bid at \$583. Mike Hamrick moved to approve the project. Bob Frazier second. The motion carried.
- c. The South Pocket Park had a valve problem. That was fixed. It will be checked again.
- d. The water restrictions prevent having enough water in the big park. Sprinklers cannot run enough to keep the grass green in all areas. Revive was suggested. Experience shows it is very expensive and must be reapplied every 3 weeks.
- e. Sprinklers by the Clubhouse lawn will not be run on the YMCA Movie Night next week.

2. Clubhouse

- a. There were 5 rentals in July, 6 scheduled for August and 1 pool (lifeguard). One of the Clubhouse chairs was repaired and there are two new chairs left in storage.

3. Social Committee

- a. The next Social Event is 'Spook Around the Lake' and is in the beginning planning stage. Volunteers are needed to help with set up, handling the toy and candy distribution at the cauldrons and clean up.

4. Design Review Committee

- a. There are no pending requests at this time. All requests have had a decision and letter sent. One application was referred to the Board for review and decision.

5. Pool Update

- a. The umbrella holder on the lifeguard stand was repaired. A Social Committee member requested that owners planning to visit the pool as a large group at the same time, please let the lifeguards know in as soon as possible advance so that they can be sure sufficient lifeguards are on duty.

At 5:33 PM, the Board recessed to open the Homeowner Forum.

At 5:43 PM, with no more comments or questions, the regular Board Meeting reconvened.

6. LMD

No changes to report.

7. CENCON

No changes to report.

8. Piney Creek Trail Extension Project

- a. It is expected to be completed by the end of September. The Association will contact the City of Centennial to ask about painting traffic divider stripes in the center. Some pedestrians still use all of the width of the trail and with fast moving bikes, there could be a collision. We will request signage and center line striping to help with the changes in traffic patterns the completion of the trail is bringing.

9. Spectrum Committee

Bob Frazer moved to form a Spectrum Memory Center Committee. The Board will develop the Committee's Charter and budget as per Greenfield Bylaws. Rich Valentino second. The motion carried.

The Board President appointed Chally Lagrave as chair and additional members Carol Berta and Dave Henderson. Contact information will be emailed to the members from the office. Chally Lagrave was on the committee several years ago when similar plans were being reviewed, but then put on hold. Chally also greatly assisted the Board with the letter of response that was due to the City of Centennial on August 1, 2012. A copy of the July 31, 2012 letter of response will be sent to Carol and Dave.

C. Minutes

Rich Valentino moved to approve the July 9, 2012 Minutes. Mike Hamrick second. The motion carried.

D. Financial Report

The July 2012 Financial Report was accepted.

E. Unfinished Business

1. None.

F. New Business

1. Pool Manager Position

Mike Hamrick moved to create a Pool Manager Position that will handle all matters regarding the pool and make suggestions to the Board of Directors for updates or changes to policy. Bob Frazier second. The motion carried. The Board will email a Blast to the community to seek applicants for Pool Manager and committee members and various standing committees.

At 6:10 PM, the Board recessed to open the Homeowner Forum.

At 6:28 PM, with no more comments or questions, the regular Board Meeting reconvened.

2. Board Organization

Bob Frazier moved to appoint Mike Hamrick President. Jed Brown second. The motion carried.

Rich Valentino moved to appoint Bob Frazier Vice President. Mike Hamrick second. The motion carried.

Mike Hamrick moved to appoint Rich Valentino Secretary. Bob Frazier second. The motion carried.

Mike Hamrick moved to appoint Jed Brown Treasurer. Rich Valentino second. The motion carried.

Mike Hamrick moved to appoint Shannon Holtman Member at Large. Bob Frazier second. The motion carried.

3. Financial Report Board Copy Distribution

Mike Hamrick moved to have the entire financial report be sent to the Treasurer and only the Balance Sheets and Unexpended Budget report pages be sent to the rest of the board. Rich Valentino second. The motion carried.

4. Project List

- a. Trash Pick Up - Waste Management has increased their rates, August 2012 to July 2013. The Association will need to add about \$9536.87 to the Trash Pick Up line item on the budget. One bid was reviewed. The manager will seek additional bids. If competitive, the Board will consider cancelling the contract to hire a different company. The cancellation window opens February 2013 and closes May 2013. A certified letter is required to be sent, the best time would be March 2013.
- b. DRC Manual - Mike Hamrick has about 50% of his review completed and will send it to Bob Frazier next.
- c. Site Map - For a fee of \$500 approved at a prior meeting, Craig Madden expressed willingness to re-create the site maps into an electronic version using AutoCad software. Manager and Craig will review current paper site maps and goals for creating the electronic version with additional layers to be added later. The basic map to start with is to include all of Greenfield, the 6 filings that can be printed separately and within each layer, lot lines and addresses on each street. Filing 7 is Hillside and does not need that much detail. In addition to the AutoCad file, copies of the electronic map also need to be in PDF format that can be opened on most computers.

- d. Surveillance Cameras - Mike Hamrick will find information and pricing on cameras and a recording system.
 - e. Piney Creek Trail Bridge completion is expected by the end of September.
 - f. Manager is to find out how much additional property inspections by Weststar will cost.
5. The DRC application for 20542 was referred to the Board by the DRC. The board reviewed the project, found that the 50% sod requirement is being met with new sod in front and the existing sod in the area to the left side of the driveway. Landscapers recommend waiting for cooler fall weather to install new sod. Bob Frazier moved to approve the project. Mike Hamrick second. The motion carried.
6. House Bill 1237 - (2012 SB 1237) - A change in the law effective January 1, 2013 requires the Association update its Records Review and Copying Policy. The Attorney offered to write the replacement policy, the fee is \$140. Bob Frazier moved to expend \$140 to have the attorney re-write the Association's Records Review & Copying Policy. Mike Hamrick second. The motion carried.
7. Complaint received about a tree reported as dead on a property line along with a crooked fence was received. This will be investigated. The fence was installed several years ago by an owner that received approval in writing. Some changes were made to the fence to straighten it out. The tree may be on a property line.

G. Adjournment

The meeting was adjourned at 8:15 PM to an Executive Session to review pending violation letters and assessment of fines.

Approved: September 10, 2012