

Columbine Lake Country Club, Inc.

Board of Director's Meeting

Minutes of October 10th, 2009

I. Call to Order:

-President Dick Lacouture called the regular monthly meeting of the Columbine Lake Country Club, Inc. Board of Director's to order at 8:00 A.M. Other Board members present were Pieter Knight, Kirstin Reimann, Scott Wilson and Tony Lombard. Board members absent were Stephanie Kroepfl, Jeff Buckley, John Amerman and Jim DeMersseman. Staff member present was Terry Rotter. Staff member absent was Ken Lund.

II. Acceptance of Minutes:

-The September minutes were reviewed and accepted as amended.

III. Members' Forum:

-Karl Faivre located in Block 2, Lot 3 suggested that Columbine Lake Country Club should consider recycling. Mr. Faivre has done some research on this issue. There is one organization located in Boulder that would charge \$60.00 for a 55 gallon drum. The company will empty the drums every other week and we will not be required to sort the recyclables. President Lacouture thanked Mr. Faivre for his efforts and research and suggested that a Board member assist Mr. Faivre with research involving another company such as Valley Recycling. President Lacouture also asked Mr. Faivre to present the information on recycling to Manager Lund when he returns from his vacation. Board member Pieter Knight volunteered to assist Mr. Faivre with the additional research necessary and the costs associated with recycling.

-Mr. Faivre expressed concern with the magnesium chloride that is used for dust control on our roads in Columbine Lake. His concern is for the trees that seem to die after the snow melts and the run off goes onto property and the possible run off into our water supply and lake. The Board advised that we do have a Lake Study completed every three to four years and this could be something they may already test for or may be included in future Lake Studies. Mr. Faivre also mentioned the weed that is called Chamomile and if this is something we might spray for in Columbine Lake. Manager Lund will address this when he returns.

-Karl Faivre asked if the Tree Survey will be necessary next year and asked if it is necessary to pay so much to have dead trees identified. President Lacouture advised Mr. Faivre this will be something they will discuss as a Board and put this question on the agenda sometime in the future.

IV. Financial Reports:

-Treasurer Wilson reviewed the purchase journal and noted the cost of the Rock Retaining Wall and excavation at the Gazebo came in at \$5k as estimated and the amount approved by the Board. Treasurer Wilson reviewed the cost for the tree survey this year came and the amount is \$877.00, less than last year's survey. Treasurer Wilson also reminded the Board that the loader tires were coming up as an approved expense and one of the Board members mentioned retreads as a cost saving option.

-Treasurer Wilson and Terry Rotter met with Day & Associates Friday afternoon and had a list of questions for Tim Day and Scott Marks who will be conducting the audit in November around the 16th. Treasurer Wilson shared with the Board that Day & Associates handle 32 other H.O.A.'s in the area and they are willing to give us feedback on our accounting procedures. The meeting

was very positive and all our questions were answered. Treasurer Wilson advised the Board that in his opinion, Day & Associates is a good choice for our annual audit and or review.

-Treasurer Wilson noted that the Reserve Schedule is being reviewed and he will get with Manager Lund and Terry Rotter and complete the Schedule for the annual audit. Scott Wilson reviewed a few items that will not be funded on the schedule, such as the bathroom addition that the Board voted to delete and replace with Capital improvements.

-A motion was made and passed to accept the financials as presented.

V. Manager's Report:

-Manager Ken Lund submitted the Manager's Report prior to the Board meeting.

-The 2009 Tree Survey was completed last week and the results are remarkable. The community has gone from over 5000 dead trees to under 400 in two short years. The majority of lots with dead trees have been between one and five trees per lot, and only eleven lots are in non compliance from last year's survey. Last year we sent out 268 letters resulting from the survey, but this year only 132 letters will be sent. Non compliance letters will go out today and the 2009 Tree Letters within a week. Manager Lund briefed President Lacouture on the results and he will have a copy of the survey for the Board's review at the meeting on Saturday. Hearing's for this year's non compliant lots will be after the November 14th Board meeting.

- Per the Board's direction from the last meeting, Day and Associates has been scheduled to conduct a full audit of C.L.C.C.'s financials, including internal controls and governance policies. Treasurer Wilson and Terry Rotter will meet with Tim Day on Friday, October 9th. The estimated cost of the full audit is \$4,500 as opposed to \$8,500 from Bondi. It will be extremely helpful during the year to assist Terry Rotter with any questions regarding our accounting procedures and preparation with the monthly financials.

-The repairs in the women's bathroom are almost finished, for now. In an abundance of caution, the plastic wallboard and sheetrock were removed from the back wall, so the concrete could be inspected for leaks, mildew or other problems. No leaks were found, and only a small amount of mildew was present. The wall was sealed with mildew resistant coating, all cracks or possible leaks in the foundation were filled, and new sheet rock and fiberglass panels installed. We received a bid today from Granby Heating and Sheet Metal for a new, more efficient vent fan with variable speed switch, which we may install also to move moist air out of the room faster. A total cost has not been given for the whole repair at this time, but consider it a necessary repair item that will come out of the Building Repair and Maintenance portion of the Operating Budget.

VII. Administrator's Report:

-Currently there are four owners that have not paid their annual assessment. Liens have been filed and a letter sent to our attorney Rich Newton to proceed. There is one owner with two lots that is in non-compliance with the Tree Rule Regulation and has tree fines pending, from 2008 has still not removed the trees. Attorney Rich Newton has proceeded with legal action and a letter to the owner to have the trees removed within a seven day period. If the tree fines are not paid the Board requested Mr. Newton to proceed with a judgment from the court and collect the tree fines and legal fees, and have the trees and slash removed.

-The October statements for the second ½ of the annual assessment billings have been mailed and final payments are due November 1st, 2009. The newsletter for October and November will be going out this week. This week the tree letters and tree plans will be mailed.

-Treasurer Scott Wilson and Terry Rotter have a meeting scheduled Friday, October 10th, with Day & Associates to discuss the audit that will take place November around the 16th through the 20th. We will be able to give further details at the Board meeting and be able to answer any questions.

-We have nine current owners in non-compliance of the Tree Rule Regulation from the 2008 survey. Violation letters have been sent certified mail with a copy of the hearing procedures. These hearing will be scheduled for the November meeting, immediately following the Board meeting.

-Administrator Terry Rotter will be on vacation from 10/23/09 till 11/1/09 and return back to complete payroll and prepare financials for the November Board meeting.

III. Unfinished Business:

-The audit with Day & Associates will take place on November 16th, as mentioned in the Financial Report. Administrator Terry Rotter will keep the Board updated as the audit proceeds. The initial contact with the Auditor from Day & Associates has been very positive.

IX. New Business:

-Tree Hearings will be scheduled immediately following the November meeting.

X. Adjournment:

-The regular meeting was adjourned at 10:05 A.M.

Respectfully submitted,

Terry Rotter, Administrator

Columbine Lake Country Club, Inc.