

Columbine Lake Country Club, Inc.

Board of Director's Meeting

Minutes of September 12th, 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 Stephanie Kroepfl, Pieter Knight, Jeff Buckley, John Amerman, Jim DeMersseman, Kirstin Reimann, Scott Wilson and Tony Lombard. No Board members were absent. Staff members present were Ken Lund and Terry Rotter.

II. Acceptance of Minutes:

-The August minutes were reviewed and accepted as amended.

III. Members' Forum:

-John Dorsey located in Block 10, Lot 53 and his architect Scott Munn were present to request a variance to build a four foot, covered entryway on the front of his house located in Block 10, Lot 53. The reasons for wanting the extension is first to help protect the front door area, which is the main entryway from falling snow and ice during the winter months and also to enhance the look of the home architecturally. A variance is required from the Board of Directors because currently the home is exactly thirty feet from the front property line, which is both the C.L.C.C. and Grand County front setback distance. The four foot cover would extend the home to within twenty six feet of the property line, including two support posts. The A.R.C. recommended that a variance not be granted. President Dick Lacouture advised Mr. Dorsey and Scott Munn to give the Board time to discuss this issue and they will have a decision by the end of the meeting.

-Jim Kroepfl located in Block 5, Lot 15 has enjoyed the improvement and expansion to the Gazebo.

IV. Financial Reports:

-Treasurer Wilson reviewed the purchase journal and noted the cost for Trash/Slash weekend is \$6700.00 which is thousands less than in the past years. The cost for the improvement to the Gazebo of \$5k was well worth it, as there is more seating and an area for dancing.

-The four new builds that are forecasted for the year is an ongoing concern, since there is no word from any contractors or owners of their intent to build. Treasurer Wilson reviewed the nine lot transfers that occurred last month, a couple were vacant lots with the potential for new builds.

-Treasurer Wilson noted that the Reserve Balance is supplementing Forest Management and Legal Fees. The survey that is coming up the end of September will be conducted by Bonnie Basemann at a rate of \$45.00 per hour and is a savings from last year.

-Manager Ken Lund informed the Board that he is moving forward with the purchase of new tires for the loader, currently scheduled out of the Reserves. The cost should be around \$8k. The Board concurred with the purchase.

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

V. Manager's Report:

-There have been numerous discussions whether to have a financial review or a full audit. The other topic has been the possibility of changing accounting firms to gain a new perspective, and

hopefully some recommendations for improving the way we do our accounting. Manager Lund spoke with Day and Associates here in Grand County, and had a productive conversation about our financial operations, our internal controls and some basic philosophies, and also our desire to get some suggestions for improvement. Tim Day & Associates remembers C.L.C.C. since they completed our reviews and audits in the past and would like to work with us again. He mentioned the advantage of being here in Grand County, and being able to offer advice and assistance during the year if necessary due to our proximity. The costs of his services are significantly lower than Bondi's, with the average financial review running between \$1500 to \$2800 and the average audit between \$2,500 and \$4,500. These are estimates but both are thousands less than Bondi. Tim Day is available to conduct a review or an audit in the time frame we currently have scheduled with Bondi in early November.

- The Board approved \$5k from the reserve funds to expand the gazebo area towards Columbine Drive at the August meeting. The plan called for a rock wall to be built on the downhill side, filled, compacted and leveled, and then topped with ¾ inch gravel. The Board challenged the staff to have this completed by the Pancake Breakfast on September 6th. A.T.H. Specialties was able to have this completed on August 28th, to include a new fence, improvements to the walkway, stump removal and new gravel topcoat for the existing area. The raised area to the left of the grill was also leveled and top coated with gravel. The bill for the patio extension came to \$4995, and improvements to the path and existing area were \$577.00. The project allowed for around 50 more people to be seated during the Pancake Breakfast, and the tables on the new patio were the first to be filled. Comments from the membership were unanimously positive, and enthusiastic. President Dick Lacouture requested that we inform the owners of this improvement via the next newsletter.

-This year's tree survey will be conducted by Bonnie Basemann beginning the week of September 20th. Bonnie has been involved in both of the last two surveys, and will have Geoff Elliott available if there should be any issues requiring his services or opinions on a case by case basis. General Manager Ken Lund will sit down with Bonnie to pass along C.L.C.C.'s guidance for the conduct of this year's survey. It should only take a few days to complete with the emphasis on the owners who received letters last year to see if they have come into compliance. Remember that owners who are not in compliance will receive letters noting the violation of the Tree Regulation, and notifying them of the hearings to discuss fines on November 14th, after the regularly scheduled Board meeting. There is only one owner, with two lots, who is still not in compliance with last year's proceedings.

VII. Administrator's Report:

-There are currently ten owners that have not paid their annual assessment. Certified letters of intent to file a lien went out September 9th. Liens will be filed on September 15th. There is also a tree fine lien that will be filed on September 15, on an owner that has two lots and is in non compliance. If there is no response by the deadline. The lien and all information will be forwarded to our attorney Rich Newton to proceed legally, for both collection of the unpaid fines, and the removal of the dead trees and slash.

-This past week has been a challenge, since the administrator had the flu and took a sick day. Last week's preparation for the annual audit or review was completed. The depreciation and assets are also complete and involves adjusting balances from last year and completing the depreciation of the assets. The financials were submitted to Treasurer Wilson on a timely basis for representation for the Board meeting on Saturday, September 12th.

-The annual review or audit is tentatively scheduled for November 11th through the 16th. Bondi & Company has filed an extension on our taxes for 2008. It is recommended that we allow Bondi & Company to complete our taxes for this year and have Day & Associates complete our taxes in

the future along with our reviews and or audits. **A motion was made and passed to engage Day & Associates to conduct a full audit this year and to provide advisory service as needed to the Administrator throughout the year.** The reason for the full audit is the length of time since the last one, and to support the Board's overall fiduciary responsibility to our homeowners. This will be scheduled for the same time period in November, as Bondi's review had been scheduled and that will allow the Administrator to meet the requirements from Day & Associates for preparation of a full audit.

III. Unfinished Business:

-The Tree Committee met at the office and reviewed all the returned plans from the 2008 survey in preparation for the survey that is going to be conducted the end of September. The results were better than anticipated with only two dozen or so owners claiming the trees are not on their property. These two issues will be addressed with Bonnie Basemann, who is conducting the 2009 survey for C.L.C.C., once the Tree Committee has had a chance to visit the properties in question.

IX. New Business:

-The Board discussed Mr. Dorsey's request for a variance in order to build a four foot covered entry into his home. The Board reviewed the A.R.C. recommendation, input from Mr. Dorsey and the governing C.L.C.C. documents. After a lengthy discussion, **A motion was made and passed to deny the request for the variance.** The Board stated it would entertain other solutions which would achieve Mr. Dorsey's objectives if they can be worked out with the A.R.C.

-Vice President Jim DeMersseman expressed concern with the existing slash and logs on Tom Stanley's property. Manager Lund volunteered to contact Mr. Stanley and see if he plans to burn the slash or have it removed along with the logs. Manager will inform the Board by the October meeting.

-President Lacouture took a head count on the Board members that will be attending the October meeting to ensure there will be a quorum. It appears there will be at least five Director's present for the October meeting.

X. Adjournment:

-The regular meeting was adjourned at 10:35 followed by an Executive Session.

Respectfully submitted,

Terry Rotter, Administrator

Columbine Lake Country Club, Inc.