

CENTENNIAL GLEN HOMEOWNERS ASSOCIATION
Monday November 11, 2019
Annual HOA Meeting Minutes

The Centennial Glen Board of Directors meeting was held at 6:30 PM on November 11th at the Rockrimmon Library.

I. Insurance Coverage – Ronda Ashley – CB Insurance

- This year our HOA insurance policies were moved from a general insurance agency to an agency that specializes in HOA insurance. Our representative, Ms. Ashley is a highly experienced insurance agent and brings a wealth of knowledge in HOA coverage.
- Ms. Ashley provided the meeting attendees with a review of our coverage and the seemingly unlimited types of liability issues that HOAs experience. She complimented Lynn for his diligence in digging deeply into details of each of our policies.

II. Meeting Approvals and Announcements

a. Certifying Proxies/Determination of Quorum

- With over twenty attendees at the meeting the quorum requirements were met.

b. Election of 2020 Board of Directors

- The election committee introduced each of the candidates for the 2020 HOA board. The vote count included ballots and proxies submitted at the meeting and ballots submitted prior the meeting.

c. Proof of Notice of Meeting

d. Approval of 2018 Annual Meeting Minutes

III. HOA Owner Education - Cyber Security – Protection of Personal Information (PII)

- HOA Board member, Bill Tomeo presented an overview of Colorado House Bill HB 18-1128 and the implications for our HOA. The presentation is posted on the Centennial Glen website:
<https://centennialglen.files.wordpress.com/2019/11/centennial-glen-hoa-cyber-presentation-hoa-annual-meeting-2019.pdf>
- Bill discussed the potential cybersecurity exposure associated with the community directory. A survey to collect inputs on the information published in the community directory will be sent to HOA members. In addition, Bill offered to host a Cybersecurity for Seniors workshop in 2020.

IV. Board Reports - Lynn Dougherty

The Board Reports presentation is posted on the Centennial Glen HOA website:

<https://centennialglen.files.wordpress.com/2019/11/centennial-glen-hoa-november-2019.pdf>

a. Current Board and Architectural Committee Members

b. 2019 Accomplishments

- Continued efforts to remain transparent and to keep homeowners informed
- Added Text Messaging to Gmail for alerts
- Worked with Waste Management to improve service
- Funded \$15,277, budgeted amount, to Capital Reserve for year 2018 – Current balance \$84,272
- Voted to develop policy to address protection of personal identifiable information
- Participated in Stakeholder process in regard to regulation of Community Managers
 - Frank Willie has spearheaded an effort to influence Colorado state officials on the impact of DORA and legislative initiatives on small, self-run HOA such as ours.
Frank reviewed the various legislative initiatives, the potential impact in governance and expense, and his efforts to educate and influence state officials.
- Initiated plan to install rock to replace mulch in common areas
- Worked with Councilman Don Knight & City Street Division
- Street and curb issues at 7455 completed by City
- City installed crosswalks and four-way stops at Centennial and Allegheny
- Reviewed HOA Records to assure compliance with record retention policy
- Participated in multiple CONO (Community Organization of Neighbors) meetings that covered various HOA issues and regulations
- Changed insurer and upgraded coverage for the HOA
- Worked closely with Robertson's on sprinkler system problems
- Encouraged homeowners to perform upkeep and maintenance of exterior of homes
- Held neighborhood barbecue

c. Capital Reserve Funding

- The value of our current assets and our current reserve funding level was presented. We are current in good shape with our reserves funded at a 75%. A planned deposit to the reserve fund of \$10k will continue to keep us in good shape.

d. 2019 Financial Results

- The overall budget forecast for the year is in alignment with the planned budget for 2019. A few line item deviations include:
 - Our efforts to conserve water with the new neighborhood irrigation controller system paid off as the projected water expense for 2019 is forecasted to come in under budget. While we have worked to reduce water consumption, continued increase in water utility costs have limited our annual savings.

- Landscaping maintenance expenses for the year are forecasted to be over budget due to property maintenance associated with the damage to trees after the late snowstorm and the replacement of mulch areas with stone. The insurance line item is also forecasted to finish above the planned budget due to the acquisition of new coverage.

e. 2020 Goals/Projects

Complete 2019 Projects

- Initiate Strategic Planning process
- Complete policy on protection of personal information
- Complete Participation in Stakeholder process in regard to regulation of Community Managers
- Finalize plans for replacing mulch with rock in the common areas

New & Continued Operations

- Fund 2019 Capital Reserve Contribution
- Work with Robertson's and homeowners on plan to improve quality of yards that lack proper topsoil base
- Continue participating in CONO monthly HOA Support Group Meetings
- Review HOA Records for compliance with HOA record retention policy
- Continue working with City Council on neighborhood issues
- Schedule neighborhood barbecue

f. Major Expenses/2020 Budget/ Establish Annual Dues

- Lynn review current and project expenses for 2018, major expense items and the proposed budget for 2020.
- Graphs of the two major expenses, Landscaping and Utilities were presented. Both are being effectively managed particularly considering the continued increase in utility rates.
- A table containing the actual expenses for 2018, 2019 expenses September YTD, the projected 2019 annual expenses and the proposed budget for 2020 was presented. The budgeted expenses for 2020 are planned to decrease by approximately \$2.1k year-to-year.
- Based upon the 2019 budget presented the monthly HOA dues will remain at \$175.00.

V. Other/Q&A

- A member asked about the possibility of installing surveillance cameras in the neighborhood. The HOA Board investigated a surveillance camera initiative during 2019 and determined that the range of possibilities liabilities associated with an HOA owned and operated surveillance system would put us in financial jeopardy. Individual homeowner installation of Ring or equivalent cameras as discussed with our representative from the CSPD at last year's annual meeting remains a good recommendation.

VI. Election Results

- The election committee presented the 2020 HOA Board election results. Our elected board members are Lynn Dougherty, Frank Willie, Mary Mykra, Doug Rees, Bill Tomeo.

VII. Adjournment

- **Thanks to all that participated in the meeting!**