
RECORD OF PROCEEDINGS

MINUTES OF THE BOARD OF DIRECTORS MEETING TWO RIVERS HOMEOWNERS ASSOCIATION, INC. January 7, 2020

A meeting of the Board of Directors of the Two Rivers Homeowners Association, Inc. was duly called and noticed at the Two Rivers Community Center, 80 Lake Shore Dr., Gypsum, CO 81637, in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE **The following directors were present and acting:**

- Luke Bray
- Esgar Acosta
- Mike Pearson
- James Scott Harrison

Also in attendance were:

- Ken Marchetti, C.P.A.
- Meghan Hayes, Recording Secretary for the meeting
- Craig Plizga, Community Operations Manager

Call to Order The meeting of the Executive Board of the Two Rivers Homeowners Association was called to order on January 7, 2020 at 6:00 p.m., noting a quorum was present.

Consideration of Agenda There were no changes to the agenda.

Minutes The Board reviewed the minutes included in the packet and, upon motion duly made and seconded, it was unanimously

RESOLVED to approve the Minutes of the Board of Directors Meeting for October 22, 2019.

HOA Billing Ms. Hayes presented an update on the HOA billing transition to AmCoBi, the new billing service. She reported the transition went well and that she will continue to work with AmCoBi on resolving all outstanding accounts receivable and billing issues.

Policies & Procedures The Board discussed updates to the Parking and Covenant Enforcement policies. The Board also reviewed the Design Guidelines prepared by Ms. Hayes. After discussion, the Board instructed Ms. Hayes to do research on approved decking material through Eagle County and make all changes discussed. Ms. Hayes will be presenting the revised policies at the March Board Meeting.

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The Board discussed the use of a dedicated Covenant Enforcement Officer. They received a proposal from Michael Schneidet, Vail Valley Property Management. The Board instructed Ms. Hayes to lower the amount of time required to perform these duties and reach out again to Mr. Schneidet to provide an updated proposal. Ms. Hayes will present an updated proposal at the March meeting.

Board Vacancies

Director Pearson will remain on the Board until another person has been identified to take over his position.

The Board discussed the Board vacancies and after motion duly made and seconded, it was unanimously

RESOLVED to approve the re-election of James Scott Harrison to a 3-yr term ending in 2022; and

RESOLVED to approve the re-election of Mike Pearson to a 3-yr term ending in 2023; and

FURTHER RESOLVED to appoint Christina Rudow to a 3-yr term ending in 2023.

Election of Officers

After discussion of offices, and upon motion duly made and seconded, it was unanimously

RESOLVED to elect the following officers:

President – Esgar Acosta
Vice-President – Luke Bray
Secretary – Mike Pearson
Treasurer – James Scott Harrison
Director – Christina Rudow

CO Booting Company Agreement

Ms. Hayes presented an agreement with Colorado Booting Company to provide parking enforcement and booting services within the Community. After discussion, by motion duly made and seconded, it was unanimously

RESOLVED to approve the agreement with Colorado Booting Company.

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**AR Review/
Collections
Process**

Ms. Hayes provided the Board with a listing of Delinquent accounts. The Board reviewed the report but did not take any action. Ms. Hayes will be presenting an updated Collections Policy at the March meeting.

**Accounts
Payable**

The Board reviewed the November, December and January accounts payable lists and by motion duly made and seconded it was unanimously

RESOLVED to ratify the November and December accounts payable lists as presented and;

FURTHER RESOLVED to approve the January accounts payable list as presented.

**Financial
Statements**

By motion duly made and seconded it was unanimously

RESOLVED to accept the Associations Preliminary December 2019 financial statements as presented.

**Future
Meetings**

After discussion and by motion duly made and seconded, it was unanimously

RESOLVED to set the 2nd Quarter Board meeting for March 4th at 6pm and the Spring Member meeting for April 8th at 6pm.

Adjournment

There being no further matters for discussion, the meeting was adjourned

Respectfully submitted,

Meghan Hayes
Meghan Hayes
Recording Secretary for the Meeting