

**Cedar Mesa Ranches HOA  
Board of Directors Meeting  
January 5, 2004  
Schaufele Residence**

**In attendance:** Nancy Schaufele, Lisa Liljedahl, Terri Montoya, Susan Bryson, Steve Ludemann, Terry Micheal & Michelle Micheal.

**Meeting called to order at 7:12 pm.**

Susan reminded the Board that during our November 2003 meeting we had decided to devote the entire December meeting to "ROADS." In light of the fact that we did not have a December meeting the Board decided to make our February meeting all about "ROADS."

**Approval of November Minutes:** Susan made a motion to approve the minutes as written. Lisa seconded the motion. Motion passed.

**Financial Report:** Steve reported that we are still looking at about \$7,500 in accounts receivable. All of us are concerned about the process for collecting what is owed and Nancy indicated that she would speak with attorney Pat James about helping us draft a letter. We are entitled to receive the uncollected amount plus interest and costs should we need to file a lien. Steve also reminded us that the HOA annual dues are due on May 1, 2004.

Steve handed out a copy of the year-end Financial Report (see attached).

Steve also passed out a "draft" budget for 2004 and indicated that at least we'll have a place to start talking. We agreed that "legal" should be increased to \$1,000, "insurance" bumped to \$1,100 and weed control doubled to \$1,500. Lisa made a motion to approve the budget for 2004 as outlined below. Terri seconded the motion. Motion passed.

- **Revenue:**

○ Cash	\$18,602.51
○ Accounts Receivable	7,455.00
○ Dues (2004)	<u>\$20,850.00</u>

**TOTAL            \$46,907.51**

- **Expense:**

○ Road Maintenance	\$25,000.00
○ Shed/Mailboxes	2,000.00
○ Signs	0

○ Snow Removal	5,000.00
○ Insurance	1,100.00
○ Weed Control	1,500.00
○ Office Supplies	500.00
○ CPA/Tax preparation	300.00
○ Legal Fees	1,000.00
○ Social	300.00
○ Misc/Acct. Rec.	4,207.51
○ Carryover to 2005	<u>6,000.00</u>

**TOTAL**

**\$46,907.51**

**Road Committee:** The Directors discussed the “hill” and some concerns expressed by lot owners. One solution to safety concerns is guardrails. The Directors agreed to devote the entire February meeting to “Roads” because of the definite impact on annual dues. The goal of this meeting will be to “vision” about the entire road issue and the future of our HOA roads. It was also agreed that “Roads” are one of the hottest and most expensive issues we face. **Lisa agreed to lead the next meeting since she sits on the Road Committee. The February meeting will not occur on the first Monday of the month. Instead we have postponed the meeting to Monday, February 9<sup>th</sup> from 7:00 pm - ? at Steve Ludemann’s home.**

**Mailboxes:** Terri mentioned that she was denied a key to the centralized box. Nancy said that the post office never responded to our last letter and the ball is in their court with respect to additional mailboxes for each lot. Additionally, we advised Terri on how to secure a key. It was also mentioned that home delivery on lots 1-52 has resumed.

**Covenant/Design Review Board Committee:** Terri prepared a simple one page sheet listing the Design Board Requirements. This sheet is being distributed to lot owners who are planning to build as an aid to assist them in compliance with our covenants. Susan made a motion approving the use of this “Design Review Board Requirement” sheet. Terry seconded the motion. Motion passed.

Terri recently wrote a letter to five lot owners (#60, #72, #93, #105, & #106) who were starting construction and provided them with the Requirements as listed on the summary sheet. Several lot owners failed to comply with the Design Review Board’s requirement to submit drawings. Nancy made a motion authorizing Terri to follow-up with a letter to each non-complying lot owner. Lisa seconded the motion. Motion passed.

Terri distributed the information she received from the owner of Tract M. She recommended we approve the drawings as submitted. Susan made a motion

advising Terri to approve the drawings as submitted. Lisa seconded the motion. Motion passed.

**Landscape Committee:** Nancy recommended we establish a Landscape Committee this spring with the goal of beautifying the front entrance to the subdivision. The entire board was supportive of this effort and the issue will be revisited at a later date.

**Electronic Copies of Bylaws & Articles of Incorporation:** Steve agreed to scan the documents and Terry agreed to proof read. We will be able to maintain electronic copies should any lot owner request them.

**Fire Committee Meeting:** For all those interested in participating on the Fire Committee we will be meeting at noon on Friday, February 27<sup>th</sup> at the Bryson/Liljedahl residence. For more information contact Susan at 565.6201. Our agenda will include issues such as evacuation plans, locations of fire hydrants and mitigation efforts.

**Public Land Access:** The access to public land in this subdivision is an easement between lots 94 & 95. Terri would like to see some signage and future discussion about public access.

**Annual Meeting:** The bylaws state that we are to have our Annual Meeting on the first Thursday of March. This year the meeting will be held on March 4<sup>th</sup> at 7:00 pm. The location has not been determined; however, Nancy agreed to check out a couple of possibilities.

**Proposed Slate of Officers and Directors in 2004:** The Board agreed that we are very willing and interested to have new members serve on this board. Nevertheless, in the absence of potential new Board Directors, it is this Board's suggestion to recommend the following slate:

- President                      Terry Micheal
- Vice-President                Lisa Liljedahl
- Treasurer                      Steve Ludemann
- Secretary                      Susan Bryson
- At Large                        Nancy Schaufele
- At Large                        Terri Montoya

**By copy of these minutes to our membership, we are respectfully requesting their suggested names for nomination at the upcoming Annual Meeting.**

**Meeting Adjourned at 8:35 pm.**

Respectfully submitted,  
Susan Bryson, Secretary CMR HOA