

## **Bellevue Acres Homeowners Association Annual Board Meeting Minutes September 7, 2023**

### **Meeting Announcement and Agenda**

An invitation to the annual meeting was emailed to Bellevue Acres Homeowners Association (BAHOA) members on August 28, 2023. The meeting date, time, place, agenda, and voting proxy accompanied the invitation. Hard copies of the invitation were also mailed to association members on August 29<sup>th</sup>. The meeting date, time, and place were also posted on the BAHOA website.

### **Quorum and Call to Order**

Twenty-one homeowners participated in the meeting held at the Bellevue Acres Park; thirteen by direct participation and eight by proxy (see participation list, below). This represents 35% of the BAHOA homeowners. Only a 25% participation is required for a quorum. Therefore, a quorum was reached and the meeting was called to order by Janet Hinchliffe, BAHOA president, at 6:16 pm.

### **Meeting Agenda**

The meeting agenda is attached to these minutes.

### **Introduction of Officers, ACC Members, and New Neighbors**

Janet introduced the Board Officers and Architectural Control Committee (ACC) members. Rachel Ben-Zadok and Matthew Sorkin introduced themselves as new neighbors.

### **Treasurer's Report**

The current balance of our Checking/Savings Account is \$29,991.38. We anticipate a year-end balance of about \$25,500, which includes payment for improvements to the West Arlington entrance sign. A detailed accounting of revenue and expenses is available upon request. Motion was made and seconded to approve the Treasurer's Report. It was unanimously approved.

### **Year in Review**

**ACC Report:** It was another busy year for the ACC. Many Project Applications were submitted to the ACC for review. Most were approved with little or no comment, within a day or two. For issues identified by the ACC that needed corrective measures, most homeowners responded positively and with immediate compliance. Some needed encouragement, but ultimately complied. The most frequent issues involved front lawn care and mitigation of weeds in ditches. Other issues that were discussed in the meeting consisted of insect infestations into Emerald Ash trees and Japanese beetles. Mitigation strategies were discussed.

**Entrance Area Upgrades:** Completed enhancements to the entrance sign area consisted of adding border timbers between the irrigated lawn and xeri-scaped areas, cutting back and trimming juniper bushes, and adding more gravel behind and adjacent to the entrance sign. Additional work planned for this fall consists of planting two trees and adding raised block lettering to the rock.

## **New Business**

**Updating Guidelines, Rules, and Regulations per new State Statutes:** In 2022, Governor Polis signed a number of House Bills and a Senate Bill that affect HOAs. The Board then retained legal counsel to address associated statutory requirements by preparing draft policies for our HOA to consider. The policies covered a) Covenant Enforcement, b) Collection of Fees and Fines, and c) Conduct of Meetings. This evening, a subcommittee comprised of Mark Albers, Terry Arnold, and Tim Christiansan (HOA Board member) was formed to incorporate these policies into our Guidelines, Rules and Regulations (GRRs) and Bylaws. The subcommittee agreed to:

- 1) Incorporate the draft policies by reference, modifications to existing language in our GRRs and Bylaws, or some a combination of the two;
- 2) Circulate drafts of revised GRRs and to BAHOA members for review and comment in the next 6 months;
- 3) Based on comments received, prepare Final versions of the GRRs and Bylaws and present them to BAHOA members for final review - perhaps during or before 2Q2024; and
- 4) Request a vote to approve the Final versions at our next Annual Meeting in September 2024.

**Question concerning short-term rentals within our HOA:** A BAHOA member raised the question of whether our GRRs and/or Covenants allow use of homes within our community for short-term rentals such as Airbnb. Much discussion followed, but without conclusion. It was agreed that this question be addressed by the Board in future Board meeting(s).

## **Elections**

The Board and other BAHOA members expressed appreciation to retiring Officers (Michelle Winn and Tim Shangraw) and retiring ACC members Stephen Winkler and Gary Konwinski for volunteering their time and efforts to service the BAHOA. That left vacancies for four Board members: two to fill Officer positions and two to fill the ACC positions. The terms of service for the open Officer positions are for two years (normal duration). The terms of service for the open ACC positions are 1 year (to fill the remaining term of Gary's 3-year term), and one for a normal three-year term.

Two candidates volunteered for the open Officer positions. They consisted of Michelle Winn and Lynda Drum. Both were unanimously elected. Tim Shangraw offered to assist as an ad hoc member to provide historical background and guidance during the transition.

For the ACC positions, Rachel Ben-Zadok volunteered for the 1-year term and Geoff Price volunteered for the three-year term. Both were unanimously elected.

**Meeting Adjourned** at 7:38 pm

Respectfully Submitted

Tim Shangraw, Secretary

**List of Homeowners Participating in the September 7, 2023 Annual Meeting**

Tim Shangraw  
Geoff Price  
Stephen Winkler  
Gary Konwinski  
Tim Christiansan  
Kris Hansen  
Lynda Drum  
Michelle Winn  
Janet Hinchcliffe  
Mark Albers  
Bert Milano  
Terry Arnold  
Rachel Ben-Zadok  
Eldon Sullivan (by proxy)  
John Benton (by proxy)  
Fred Condra (by proxy)  
Scott and Heather Szymanski (by proxy)  
Chris Ervin (by proxy)  
Mallory Woods (by proxy)  
Jim Chonka (by proxy)  
Diane Kristie (by proxy)