

Belleview Acres Homeowners Association
Board Meeting Minutes
November 9, 2023
Drum Residence

Attendance

Board members in attendance were: Janet Hinchcliffe, President
Lynda Drum, Vice President
Michelle Winn, Treasurer
Tim Christiansan, Secretary
Rachel Ben-Zadok, ACC
Geoff Price, ACC
Eldon Sullivan, ACC (by phone)

Call to Order and Meeting Agenda

Janet called the meeting to order at 7:07 p.m. Meeting Agenda attached.

General Business

- **Meeting Minutes:** Minutes from the October 12th, 2023 Board Meeting were reviewed and approved with edits. Motion to approve minutes was made, seconded, and motion passed unanimously. Tim C. will have them posted on the BAHOA website.
- **Financials:** Michelle presented an updated financial report. The report is available upon email request at BelleviewAcresHOA@gmail.com. A motion to approve the financial report was made, seconded, and passed unanimously.

ACC

- **ACC Applications and Issues:** No new ACC Applications. Outstanding issues are as follows:
 - 5284 S. Youngfield Court. ACC application for trash can privacy screen approved by ACC. Approval paper work given to owner and Board
 - 5234 S. Youngfield Court has a very large dead tree in their back yard. The ACC has decided to wait until Spring to better determine what parts of the tree may still be living and address the tree situation then.
 - Lynda presented to the Board that Republic Trash was no longer picking up plastic bags of tree leaves. Lynda contacted Republic and was told that all leaves had to be in paper bags. The board members were not aware of any formal changes to our contract or policy changes by Republic. Michelle will contact Republic and an informational email will be sent to all home owners if needed.

New Business and Updates

- **Secretary Updates for GRR/ CO HB22/ Standard Operating Procedures (SOP)/ Records Archive and Retention**
 - BAHOA Sub-committee to meet in November to discuss and implement plan for GRR, CO HB22 implementations into our existing Bylaws and Guidelines, Rules, and Regulations. (*Amended: No meeting has taken place as of January 11th, 2024 HOA Meeting*)
 - A timeline for presenting drafts and comments of revisions to HOA members set for end of February 2024. Final versions and a vote to be ready by September Annual Meeting 2024. Timelines to be discussed again at January, 11th 2024 Board Meeting
 - Tim presented a plan for above mentioned updates as well as other policies and procedures that need to be updated or created to be added to existing Bylaws and GRR's. These updates will be reviewed and voted on by HOA members. The plan will be executed using a system called the Big 5. The goal is to make updates to the Bylaws and GRR's as needed, that will make them Simple, Clear, Concise, Effective, and Efficient.
 - Work sessions, actionable items, and requests for assistance will be ongoing during this process.
- **Research and Development of BAHOA Gmail Account to include Google Chat and Google Docs.**
 - Lynda presented the Google Chat platform as a way of better communication for the Board. This platform would centralize board communications and keep a record of those communications for historical record. All members will need to get a Google Email Account and all agreed to test and try this method moving forward. Finalized decisions to be made at January 11th, 2024 Board Meeting.
 - Google also has a platform called Google Docs which could serve as a place to save BAHOA archive documents as well as other pertinent documentation. Our BAHOA email account already has archived documentation that will need to be reviewed and organized. We will also research and follow CO timelines for document retention for emails, financials, ACC apps, board communications, and information communicated to HOA members.
- **Holiday Party 2023**
 - Holiday Party to be held at Lariat Lodge on Saturday, December 9th from 3p.m. to 6p.m.
 - E-vite to be sent out to all HOA members soon.

Meeting Adjourned at 8:55 p.m.

Respectfully submitted,

Tim Christiansan

