

Winter Park Highlands



Association

Website: www.winterparkhighlands.org

Meeting Minutes
Winter Park Highlands Association
Board of Directors
When: January 20, 2017
Location: Cress Carter Residence

Present:

Bill Tetlow (President), Charlie Bouchard(Treas), Cress Carter, Sherry Pelton, Scott Ledin(VP), Heidi McNinch, , Susan Oderwald

Guests: N/A

Via Conference Call: Bob Colosimo

Absent: Karen Bishop, Lynette Teichman

Quorum: Established

Additions/Corrections Needed & Approval of Agenda: *Approved(add Karen Bishop to attendees.)*

Minutes–*Ledin/Bouchard/approved*

Treasurer's Report–*Approved*

Bank Balances \$29K checking/\$14K Structure savings /\$300 Grand Foundation

Prior to this meeting: Charlie Bouchard agreed to becoming acting President until the Annual Meeting and will assume Presidency at that time. Bill Tetlow will step down as Board President but will continue to participate as he is able. Bob Colosimo agreed to return as a Board member. Fred Chapin will step off the Board, but continue to serve on the Architectural Committee. Lynette Teichman has agreed to rejoin the Board as Treasurer (she has been off the Board for the required one year minimum).

Scott made a motion to accept Charlie as acting President, seconded by Susan. Approved.

Information Items:

1. Status of Air Bnb property on Bearpaw: Cress made a phone call and issue resolved at this time. Karen and Cress are working on a flyer to send to all homeowners that gives them the emergency information needed when anyone is staying in your home as a guest. (**Karen and Cress**) They are also working on a rental agreement.
2. Water Rights – Bob and Mike are working with Stan to determine what additional information is needed to insure our renewal. They have been gathering information on work that has been done to the pond to maintain it. (**Bob and Mike will report back**)
3. Architectural Committee: See attachment sent by Cress about the work he and the Committee has done.

Old Business:

1. Trash Structure: Susan presented drawings and information from The Trash Company. Susan and Cress will work up further designs with budget and send information back out to the Board. (Susan and Cress)
2. WPHA Commons Signage and wording required by BOCC. Susan and Cress will incorporate signage with structure. (Susan and Cress)
3. Chipping Program Grant: There are two different chipping programs to be considered.
 - a. BLM has \$40K left in fund. Grant for Slash Mitigation of \$545/acre – individual homeowners can have the work done and apply for reimbursement.
 - b. Be Fire Wise Chipping Program a County wide chipping program. There will be three sites available to take slash to be chipped (Winter Park, Kremmling, and Grand Lake) . (Sherry will contact Brad White, Asst fire Chief to determine dates)
4. Discussion of Branding/Marketing Ideas – See **attached Shared Values Statement**. After discussion, we agreed that all Board members approve of having a values statement as part of all of our correspondence with a supporting paragraph. We agreed that uniform messaging is the next step in our process to communicate with realtors, community members, future residents and county officials. (All Board members will review information on Shared Values and send comments back to Cress) Cress and Heidi will begin to look at logos that would represent our Association.
5. Architectural Review Committee – Cress presented a draft for us to review. He has made headway with the County in letting them know we HAVE a process and it is part of our covenants. This will be part of our marketing effort to let all key parties know in advance of building new properties. (Cress)** The County will now contact Cress when they have new permits for the Highlands.
6. ** By email : Cress nominated of a 5th member of the Architectural Committee, Elizabeth (Beth) Lay. Beth has agreed to serve on the Committee. Approved by quorum of email (Bouchard, Pelton, Colosimo, Ledin, Carter)

New Business:

1. By- Law Changes: Sherry sent out a draft with revisions – rewrote By-Laws to incorporate amendments. After discussion of the changes Sherry will redraft and send to the Board for further review.
 - Key changes – changing quorum at Annual Meeting to 20% (from 25%), Changing meeting date to July or August to accommodate more homeowners, eliminate mandated order of business at Annual Meeting and unusual or extraordinary expenditures. It also defined terms of office to one year at a time. (Sherry will send new draft to Board for review)
2. Annual Work Date/ **Firewise Preparedness Day - June 24, 2017**
 - a. Firewise Preparedness Day participation is a one requirement for our Firewise status. We will apply for the grant (due Feb 28) for \$500 . The actual day is May 6, 2017. We will send flyers on that date to our membership about our work day. The Board agreed to host our work day and our Annual meeting on **JUNE 24, 2017**. Work morning and meeting at lunch time. The work time will include membership signage updates on individual properties, and cleanup of the Commons area. (Sherry will send information about community chipping program when dates have been given)

3. Date for Annual Meeting: **June 24, 2017**
4. 2017 Goals
 - a. Trash Structure completed
 - b. Water Rights issue completed
 - c. Branding of Winter Park Highlands in place
 - d. Increased communication to WPHA members
 - e. Debts paid off for Cisterns
 - f. Fuel Reduction Awareness of Defensible space
5. Compile a list of human resources in Highlands for current and future expertise. (**Heidi** already has been working on this and will continue she will send out to all Board members and we can add to it)
6. Confidential membership contact information. Mike has the master list and can share as needed with Board members.
7. "Busy Trash Times". It was agreed that a communication prior to key dates when there is high trash usage to Trash participants reminding them to be aware and keep the area clean. Ie: no dumping etc. Also periodically reminding them about what is happening.

Paying down the loans: Bob made a motion that Charlie can pay down each of our two loans by \$10,000 each, seconded by Scott. Motion approved.

Additional issue on tracts of land and ownership: Cress will do some research with County and report back to the Board. **Cress and Scott**

****It was decided that a letter (snail mail) will be developed to all owners in WPH welcoming them to join the Association and add all the tangible benefits (ie Insurance rates) for them as well as a communication of what the Association has accomplished. (Karen)**

***** Biggest Ah Ha for the night. We are NOT a "Voluntary Homeowners Association".**

We ARE Winter Park Highlands Homeowners Association. It is optional for Homeowners to participate.

**Meeting adjourned at 10:00 PM.
Next meeting: Friday, April, 21 2017 6:30 PM
Place TBD**