

Cinnamon Village I Homeowners Association
Board Meeting Minutes
Tuesday, October 17, 2017 @ 7:00 PM
Grace Church
19001 E Jefferson Dr Aurora CO 80013

Meeting was called to order by HOA President, Branden Crockett at 7:00 PM on October 17, 2017

Board members in attendance:

Branden Crockett - President

Camille Kemp – Vice President

Cyndi Roberts – Secretary/Treasurer

Katt Kemp – Board Member-at-Large

Absent:

Yvonne Vigil – Board Member-at-Large

In attendance: Metro Property Management, Dan Anderson HOA Community Manager

- I. The Agenda for this meeting was reviewed and approved by the Board. No conflicts of interest were reported. Cyndi approved and 2nd by Camille.
- II. Special Guests: None
- III. Minutes from September 19, 2017, meeting –Branden approved and 2nd by Camille.
- IV. Financials – Sept 2017 – Dan Anderson provided detailed information on handout that included a list of the financials.
A motion to approve the financials for Sept were approved by Branden Crockett and Katt Kemp 2nd the motion.
- V. Homeowner Forum
 1. Katt Kemp said Waste Management missed a trash can and it did not get dumped. Dan will contact Waste Management.
 2. Branden repaired the light bulbs that were mentioned at last month's meeting. He fixed them the evening after the Sept HOA meeting. The HO said they are still on and working.
 3. Trees to be trimmed have been marked. Dan has proposals from several vendors.
 4. Cyndi to provide names and addresses of the 6 houses that were leaking and need chimney caps. Derek of Strong Hold Contracting will look at the chimney and see if a re-seal can be done to stop the leaking.
- VI. Committee Reports
 1. None were brought up at the meeting.
- VII. Items to be Ratified
 2. None

Cinnamon Village I Homeowners Association
Board Meeting Minutes
Tuesday, October 17, 2017 @ 7:00 PM
Grace Church
19001 E Jefferson Dr Aurora CO 80013

- VIII. Manager's Report – Completed Items / Open Pending Items / New Business Items
1. This is an ongoing list to keep notes on activities and on-going expenses for Cinnamon Village. More detailed information included in Unfinished and New Business listed below.
- IX. Unfinished Business
1. Internal Insurance review – Pending
 2. Rules, Regulations and Policies Revision – retyping and awaiting approval.
 3. Relocating shed – Awaiting bid from Strong Hold Contractors
 4. Strong Hold Contractors – South wooden sidewalk repair will be \$3400. Repairs for safety will be done. Looking at laying concrete, project tentative for summer 2018.
 5. Removal of two broken fences, Safety Hazard. Board will remove posts. WIP
 6. Removal of six dead trees due to safety hazard during inclement weather. WIP
 7. Seeking major tree pruning proposals for over 12+ feet. Foster Tree Service and gutters provided a proposal of \$4500. Camille approved and 2nd by Branden.
 8. Strong Hold Contractors is providing snow removal proposal for 2017/2018.
 9. Metro Property Management Co will complete and formalize the 2018 Annual Budget.
- X. New Business
1. JBK was dispatched to remove broken branches during early heavy snow. Completed
 2. 3704 Chimney lead inside of the home. Dispatched Strong Hold Contractors to complete.
 3. Annual Membership Meeting – November 21, 2017 @ 7:00 PM at Grace Church. Members will vote on Board Members and annual budget will be handed out to homeowners.
- XI. Adjournment – Cyndi moved to adjourn the meeting and Branden 2nd the motion. Meeting was adjourned at 7:40 PM.