

Cinnamon Village I Homeowners Association
 Board Meeting Minutes
 Tuesday, April 17, 2018 @ 7:00 PM
 Grace Church
 19001 E Jefferson Dr Aurora CO 80013

Due to an issue with the key at the church, we changed the meeting place to 3724 S Danube Cir, Aurora CO 80013. Meeting was called to order by HOA President, Branden Crockett @ 7:08 pm.

Board members in attendance:

Branden Crockett - President
 Camille Kemp – Vice President
 Cyndi Roberts – Secretary/Treasurer
 Tamara O’Bryan – Board Member-at-Large
 Katt Kemp – 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. Branden approved and was 2nd by Camille.
- II. Special Guests: None
- III. Minutes from March 20, 2018 meeting was approved by Branden and 2nd by Tamara O’Bryan.
- IV. Financials – March 2018 – Dan Anderson provided detailed information on handout that included a list of the financials. A motion to approve the March financials was made by Cyndi and 2nd by Tamara.
- V. Homeowner Forum – The items below were noted by Metro Property Management representative.
 1. Covenant Enforcement – Jaime would like to begin seeing enforcement of the rules. We have the Rules and Regulations and will speak about it in the unfinished business.
 2. Branden HOA water flows into his yard. It is on a Work in Process. Currently the budget does not allow for these type of improvements.
 3. Bags and signs have been posted. Homeowners feel they are being used and seeing improvements. Six more need to be ordered and placed on the back area of the property on Dunkirk. Cyndi made a motion to purchase six more signs and Branden 2nd motion. Tamara will order more from Amazon.
 4. Grass-Homeowner asked if seeding will be done on the property. This is being evaluated. This is not in the contract due to additional watering needed and budget constraints due to additional billing by the landscaper.
- VI. Committee Reports
 1. None

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VII. Items to be Ratified – None

VIII. Manager's Report – Completed Items / Open Pending Items / New Business Items

1. Backflow preventers and keys have been given to new landscaping company.
2. Cars were tagged with orange tow notice. Car moved prior to the car being towed.
3. Homeowner received notices when violations were reported to Metro.
4. Mailed out approved Newsletter.
5. Ordered VISITOR and RESERVED parking lot stencils.
6. Request for new lawyer to take over collections, Mueller Graft. Camille made a motion to hire this company, 2nd by Tamara.

*Note: Branden Crockett left the meeting at 7:59 PM.

IX. Unfinished Business

1. Rules and regulations Revision – Completed. Cyndi made a motion to approve the new R&R, 2nd by Katt. All homeowners and renters in the community will receive a copy. Metro will send the R&R out via regular mail. All other R&R will be hand distributed by Janie (homeowner), Katt and Cyndi. Cyndi will get copies done at Kinkos. Cyndi will put together a cover letter to be approved by Metro. Collection Policy will also be attached and included in the envelope to the community.
2. Dan is working with an insurance broker. Board will have a work session to determine how to move forward with the new insurance. We will discuss full coverage to minimal coverage. Reason the insurance was cancelled by American Family is because they are no longer insuring large HOA communities. Our community is too large to continue with the insurance on our property.
3. Strong Hold proposal to relocate the shed to the back of the property – WIP
4. Chimney caps that were approved last meeting will be repaired in the next two weeks.
5. Hire a CPA to perform an HOA audit.
6. Dumpsters to be cleaned, work has been dispatched to Strong Hold.
7. 3696 requested to have some landscaping done in their front yard. Dan will work with homeowner on expectations.

X. New Business

1. Next Board meeting is being moved out one week. Meeting will be Tuesday, May 22. Since the church is not available, the meeting will be held at 3724 S Danube Cir Aurora CO 80013 at 7:00 PM.

XI. Adjournment – Camille moved to adjourn the meeting and was 2nd by Katt. Meeting was adjourned at 8:10 PM.