

Baxter Meadows Master HOA
Monthly Board Meeting Minutes
December 9, 2015

A meeting of the Board of Directors of Baxter Meadows Master Community Association was held on December 9, 2015 at the offices of Luna Properties, LLC. (LP).

Director's Present: Celia Chirstensen, Greg Kujawa, Anders Lewendal, David Graham, Kellen Gamradt

Others Present: Homeowner Mike Code, Design Review Architect – Penny Murray.

Call to Order

Celia Christensen called the meeting to order at 12:05pm MST. A quorum of directors was present at the meeting having duly been convened was ready to proceed with business.

New Business

Review of November Minutes: Motion was made to approve the minutes as written. Motion is seconded and minutes were approved as written.

Review of November Financials & Accounts Receivables: Discussion to include a short write up on the financial audit. The representation letter provided by Amatics which details the audit cannot be loaded onto the website without the financials. BOD would like to include a summary of the audit on the website and owners inform owners they may review the audit by request.

BOD reviews letter from Silvero regarding settlement of past due account. The account is currently in foreclosure proceedings through the HOA attorney. BOD will accept the request to remove any charges prior to 2009 since records are not available prior to this date. BOD will not accept the other settlement offers made by Silvero.

Short Term Rentals – R1 and Condition of Use Permit – Board discusses how to handle owners that are violating the covenants. Board elects to table further discussion until after the vote in January.

Design Review Board

DRB Nominations: BOD reviews volunteers interested in being on the DRB. Jimmy Swanson, Chelle Berkland and Gerry Lang. Celia motions to appoint all three to serve with Barclay Hook who is currently on the board. Greg 2nds. Motion passes and the new DRB members have been approved.

DRB Review Process: Currently the DRB only reviews variances. This was established by the BOD several years ago because the DRB at that time was not responding to the reviewer in a timely fashion.

In review of the Baxter West Guidelines – **Article II Architectural Control Process, Section 2.1 Intent**, This section states that the BLRC **AND OR ITS ASSIGNS** shall review and approve/disapprove all plans. Because of this statement, the BOD motions to change the current review process. The DRB is to review all plans and if they do not respond then Penny Murray can make the final approval *as the assign*. New DRB needs to know the expectation timeframe to review, which is 15 days from submission of plans to Penny.

On behalf of the Baxter Meadows West Property Owners Association, the Baxter Meadows Master Community Association Building and Landscape Review Committee (BLRC), and or its assigns, shall review and approve or disapprove all plans and specifications submitted to it for any proposed improvement or landscape development.

Review of Phase 3B: Discussion on how to review phase 3B homes moving forward. BOD does not want to ask owners to pay two review fees. LP to contact Walt and ask if he would consider letting the Master HOA review future plans. The design guidelines are very similar to Baxter West with some differences. Board member Greg Kujawa compiled a list of those differences for reference to the DRB. BOD will discuss further after feedback is given from Walt Wolf.

Amendment Vote: We have 54 votes out of 157 needed for approval. Request to add ballot to the website and send post card out in January. LP will continue to email owners the request to vote.

Open Floor

BOD asks for follow up from HOA attorney regarding Walt Wolf and Security Title and release of liens without payment.

Meeting Adjourned: 1:30pm

Next Meeting: January 13, 2016
Review 2016 Budget
Amendment Count