

**Minutes of a Meeting  
of the Board of Directors of Tall Pines Ranch Homeowners' Association  
October 20, 2009**

- **Member Comments**

Prior to the meeting, TPR HOA members were invited to address the Board of Directors.  
Derek Powell shared information about his experiences as a former member of the Board of Directors

(TPR HOA Members who attended: Catherine Dove, Reesa Hicks, Susan Lawrence, Derek Powell, Barbara Schlinker, Gary Torrance)

- **Call to Order**

The meeting was called to order at 6:37P.M., by David Hicks served as president pro tem pending the election of officers

- **Roll Call**

All directors responded to Roll Call  
(Cynthia Coscarelli, David Hicks, Larry Lawrence, Stephen Polland, and Candace Torrance)

- **Election of Officers**

Larry Lawrence nominated David Hicks to serve as President; the motion was seconded and approved

Steve Polland volunteered to serve as Vice President

Larry Lawrence volunteered to serve as Treasurer

Candy Torrance volunteered to serve as Secretary

Cynthia Coscarelli volunteered to serve as Assistant Secretary

Steve Polland moved the volunteers for designated offices be accepted; the motion was seconded and approved

- **Terms of Directors**

Following discussion, David Hicks moved Stephen Polland serve a two-year term as a director and Larry Lawrence serve a one-year term; the motion was seconded and approved

(Aye: Coscarelli, Hicks, Lawrence, Torrance; Nay: None; Abstain: Polland)

(Note: The terms of David Hicks, Larry Lawrence and Candy Torrance will expire as of the 2010 annual meeting; the terms of Cynthia Coscarelli and Steve Polland will expire as of the 2011 annual meeting.)

- **Approval of Minutes – Board of Directors' Meeting - August 25, 2009**

David Hicks moved the Minutes of the August 25, 2009, meeting be accepted as written; the motion was seconded and the minutes were approved as written

(Aye: Coscarelli, Hicks, Lawrence, Polland; Nay: None; Abstain: Torrance)

David Hicks reported that subsequent to the August 25, 2009, meeting, the members of the previous Board of Directors decided not to propose amendments of governing documents to the members of the TPR HOA for consideration and vote prior to the annual meeting.

- **Financial Reports**

The approval of the financial reports for the month of June, 2009, was tabled pending receipt of written approval by former Board members, Priscilla Hudson, Derrell Schreiner, and David Hicks. (Reports for July – September, 2009 have not yet been received from TMMC Management Company; when received, former Board members will be requested to also provide written approval of those reports)

Steve Polland asked about the expenditure for auto policy insurance as referenced in the financial reports. Larry Lawrence offered to contact the insurance agent about the insurance coverage carried by the Association.

- **Water Meter Readings**

David Hicks asked Board members to help contact owners who have not yet submitted water meter readings. David Hicks reported that per his review of the initial readings received, the total water usage by the community appeared to be within the requirements. David reported one household appeared to have used more water than the allotted amount but the State Water Board examines only total usage by the community.

- **Tree Inspection**

Larry Lawrence reported the Colorado Forest Service inspection for infested and diseased trees has not yet been rescheduled. It was cancelled due to inclement weather. Larry Lawrence will advise when he has further information. David Hicks reported the anticipated cost of \$180.00 for the inspection, payable to the Colorado Forest Service, was approved by the former Board

- **Appointment of Architectural Control Committee Members**

David Hicks suggested Ruben Dinkel serve as a member of the ACC and confirmed his willingness to continue; Larry Lawrence suggested Chris Marter, Doug Harder and Bill Schulze serve as members of the ACC and confirmed their willingness to serve as members of the committee.

Qualifications of the prospective members were discussed.

Following discussion, the following members were appointed to the ACC for the ensuing year:

Ruben Dinkel, Doug Harder, Chris Marter

- **New Management Company**

Candy Torrance presented copies of an outline of “employment activities” as provided by Patricia Wasson who currently provides management services to King’s Deer. The Directors will contribute their suggestions as to the “scope of services” that might be required of new management company. David Hicks will organize the information for review at the next Board meeting. Board members also will suggest management companies for consideration. An option for self-management also was suggested but it was the consensus the Board desires to engage the services of a management company.

- **Transfer of HOA records from TMMC and Payment of Invoices**

David Hicks reported TMMC Management Company submitted three bills and requires payment prior to the release of the TPR HOA files and records

(Objection was noted to a \$300.00 charge, payable to TMMC Management Company, incurred to hold the annual meeting on a Saturday afternoon. David Hicks indicated the Board of Directors did not realize that an extra charge would be incurred when scheduling the annual meeting for a weekend day. David Hicks answered a question about the expenditure of legal fees with regard to an alleged covenant violation, \$54.00. He reported the charge was for a conversation Michelle Peck, TMMC, had with the Hindman Sanchez firm about an outstanding violation matter on property at 18909 Pagentry Place/Powell.)

Steve Polland moved the bills presented by TMMC be paid; the motion was seconded and approved  
(Aye: Coscarelli, Hicks, Lawrence, Polland; Nay: None; Abstain: Torrance)

David Hicks and Larry Lawrence will make arrangements to sign a signature card, make the requisite payments and collect the records from TMMC

Discussion ensued regarding other obligations of TMMC under the management contract including a requirement of that company to provide a final accounting. David indicated he thought the outstanding financial reports for several months and the final accounting would be among the records to be transferred from TMMC.

TMMC will be requested to forward all of the mail for the TPR HOA to David Hicks, pending the selection of a management company.

Larry Lawrence will solicit recommendations for management companies from NEPCO.

The choice and locations of banks to which to transfer HOA funds was discussed; it was agreed by consensus that accounts do not immediately need to be transferred pending the decision regarding a new management company.

- **Signatories for Bank Accounts**

Steve Polland moved that David Hicks, President, and Larry Lawrence, Treasurer, be designated as signatories for all TPR HOA accounts; the motion was seconded and approved

(Aye: Coscarelli, Hicks, Lawrence, Polland, Torrance; Nay: None; Abstain: None)

- **Insurance**

A Certificate of Liability insurance, effective through March, 2010, was reviewed by the Board; review of the insurance policy will be conducted when it is received from TMMC Management Company and inquiry will be made of the insurance agent with regard to the necessity of automobile insurance. Larry Lawrence will confer with the insurance agent with regard to these matters.

- **Legal Advice**

Candy Torrance moved the Hindman Sanchez law firm be directed to temporarily suspend all activity and work on behalf of the TPR HOA with regard to any and all matters until the new Board reviews the outstanding issues; the motion was seconded and approved

(Aye: Coscarelli, Lawrence, Polland, Torrance; Nay: None; Abstain: Hicks)

When TMMC transfers the records and files, the Board will review the files to familiarize itself with the outstanding matters.

Candy Torrance will prepare a letter for signature by David Hicks advising the Hindman Sanchez firm of this decision.

- **Community Website**

Catherine and James Dove, members/residents of TPR, offered to develop a community website through their company, LTC Connection. Catherine Dove and David Hicks shared with the Board a template for review by the Board. David Hicks has downloaded documents from the "condocerts.com" site for inclusion on the new website. Catherine reported that certain pages of the site could be password protected. David indicated the Board will be responsible for "populating" the website with information and documents.

David Hicks moved the URL for the website be "tallpinesranch.org"; the motion was seconded and unanimously approved.

The Dove's offered to develop the site, at no cost, as their contribution to the HOA. The Board offered for the TPR HOA to pay a nominal amount each month for the hosting costs for the site.

- **Next Board of Directors' Meeting**

The next meeting will be held at the home of Paul and Cynthia Coscarelli, 736 Piney Ridge Way, on Wednesday, November 4<sup>th</sup>, at 6:30 P.M.

