

# *Woodgate Terrace Association*

## **Board of Directors Meeting**

**April 27, 2016**

**Approved**

The regular meeting of the Board of Directors for Woodgate Terrace Association was held on April 27, 2016 at the offices of Cherry Creek HOA Professionals, 14901 E. Hampden Ave, Suite 320, Aurora, Colorado.

### **Call to Order**

The meeting was called to order at 6:02 p.m. The following Directors were present: Lonnie Tyler, Dick Thompson and Chris Fox. Dave Prieto and Elizabeth Hubbard were present from Cherry Creek HOA Professionals Management Company.

### **Guest Speaker**

Jason Beaner from JBK Landscaping was in attendance to review his monthly report and to answer questions from the Board. The following items were discussed:

- Irrigation checks are performed on Thursdays.
- JBK will remove dead or damaged branches up to 15' per the landscaping contract.
- Manager will get bids to have the dead or damaged branches over 15' removed.
- Board reviewed the edging proposal submitted by JBK and agreed to discuss in detail during the spring walk.

### **Homeowner Open Forum**

There were no homeowners in attendance.

### **Homeowner Correspondence**

- 4998 E Eagle Circle – The Board discussed the ice damming, drainage, skylight, and interior water damage issues in detail. The Board agreed the gutters should be replaced and gutters, downspouts and French drains should be cleaned. Additional research will need to be performed on the interior damage and skylight.

### **Minutes**

The Board reviewed the minutes from the March 23, 2016 Board of Director's Meeting. A motion was made, and seconded, and carried to approve the minutes as written.

### **Manager Report**

The Managers Report was reviewed and is included with the meeting records.

### **Financials**

The Board reviewed the March 2016 financials, the Attorney Status Report, and the Change of Ownership Report in detail and after all questions were answered, the meeting continued.

### **Old Business**

- **Roof Insurance Claim**– The Manager reported that the work is scheduled to begin the first week of May. Notices will be emailed as well as posted on individual owners doors and the schedule will be posted on the website.

## **New Business**

- **Email Ratification Decisions** – The following items were approved throughout the month by the Board of Directors via email. After review, a motion was made, seconded, and carried to ratify the items listed below.
  - The Board approved keeping the roof color the same.
- **Spring Walk** – The Board scheduled the spring walk for May 24, 2016 at 10:00 a.m.
- **Gutter Repairs** – The Board reviewed the JAM Roofing proposal for gutter repair and requested the proposal be revised and resubmitted to include gutter and downspout cleaning, and heat tape for 4998 S Eagle Circle only. The Board also requested the French pop up drains be cleaned out as well.
- **Edging Proposal** – The Board agreed that this item be tabled until after the spring walk.
- **Reserve Study** – The Board requested proposals for a revised Reserve Study Report.

## **Adjournment**

With no further Association business to discuss the meeting adjourned at 7:45 p.m.

The next scheduled meeting is May 25, 2016, 6:00 p.m. at the offices of Cherry Creek HOA Professionals, 14901 E. Hampden Ave, Suite 320, Aurora, CO, 80014.