

**Eagleridge Estates Homeowners Association of Pueblo, Inc. (the “HOA”)  
207 W. Northern Avenue Pueblo, CO. 81004-3107**

**Executive Board (the “Board”) Meeting Minutes Wednesday, February 6, 2019**

Present: Roger Fonda   David Smith   Ed Thomson   Ted Lopez

Absent: None

Ted Lopez called the meeting to order at 4:56 PM.

Ted reviewed all cash account balances, including checking, savings and CDs.

Ted reviewed the current status of 2019 assessments collections. Ted noted owners are charged fees when payment is by credit card (2.75% when card is present; 3.15% + 10¢ when card not present).

Discussion ensued that since September 2018, two Board members have resigned. The Declarant is the only Board member and can appoint owners to fill the vacant seats on the Board. Roger Fonda, Board member and Declarant, appointed Ed Thomson and David Smith to the Board. It was unanimously M/S/C to elect Ed Thomson President, with Ed abstaining.

Ed Thomson suggested that an agenda be prepared for future Board meetings.

Ted noted HOAs in Colorado are subject to the Colorado Common Interest Ownership Act (CCIOA) which requires a Reserve Account be established. In order to properly fund such an account, a Reserve Study is required. This will meet the requirement that the Board has to govern the HOA using best practices. Ed volunteered to prepare a Reserve Study for the HOA.

Ted noted our HOA has adopted ten policies that are required by CCIOA. Discussion ensued regarding the importance of consistently following these policies, and amending them as necessary to reflect current practices.

There was a discussion about using attorneys for collection of delinquent assessment balances. Under the HOA collection policy, prior to referring an account to an attorney, a lien must be filed against the property with the Pueblo County Clerk & Recorder. All aspects of the lien process were discussed. It was unanimously M/S/C to send Notices of Intent to File a Lien Statement to all delinquent owners on page 1 & 2 of Ted’s provided list of all delinquent owners. It was also unanimously M/S/C to send delinquency notices to all other owners that have an unpaid balance.

Ted distributed a copy of the HOA’s Certificate of Insurance to each Board member for information. Ed noted Ahora Tax & Bookkeeping should be named as an additional insured location, due to the fact that HOA records are stored there.

Creating a Welcoming Committee was suggested. No further action was taken on this item.

David recommended a summary of Covenants be prepared, for ease of reading and reference by owners, and volunteered to draft the document.

The Board presented Ted with a memo of “Board Concerns & Manager Expectations” for his review, response and action. Discussion ensued and Ted noted his desire to continue providing services to the HOA.

The next Board meeting will be scheduled at a future time.

With no further business, the meeting was adjourned at 7:10 PM.

A handwritten signature in black ink, appearing to read "Edward A. Thomson". The signature is written in a cursive style with a large, sweeping initial "E".

Edward A. Thomson, Board President