BANNOCKBURN HOMEOWNERS ASSOCIATION

P.O. BOX 211 FRANKTOWN, CO 80116

**June 2020 BOARD MEETING MINUTES**

Date: June10, 2020

Location: Meeting held via Zoom

Board Attendees: Mike Bertsch, Ilana Don, Michelle Rozeboom, Renee Grimes, Tammy Edwards, James Rogers, Jack Shuler

A Quorum was present

Residents Attending: Kaye Wilcox, Document Committee Chair, Ben Grimes, Nathan Toland

Meeting was called to order by Mike Bertsch at 7:03 pm

**Reports:**

**Secretary’s Report** for May was reviewed. Moved by Mike Bertsch to approve. Motion carried.

**Treasurer’s Report** for May was reviewed. Legal fees, insurance, and utilities were paid. Yearly dues and voluntary contributions continue to be received and the treasurer will make follow up phone calls to those that are still outstanding. Regarding dues that are several years in arears, board members will contact the county for clarity regarding the lien process and conduct a cost benefit analysis to determine the viability of collection. Moved by Jack Shuler to approve. Motion carried.

**Social Committee Chairman** Renee Grimes reported that the new residents welcome letter is complete except for a section regarding email updates, and will include local restaurants, stores, and HOA website. The Library is near completion. Regarding future yearly events the Board has decided that when Douglas County Schools re-open, Bannockburn will re-open. Announcements will be posted on the Bannockburn website, Nextdoor Bannockburn, and the Bannockburn FB page.

**Environmental Report** Mike Bertsch had no new reports.

**Document Committee** Chair, Kaye Wilcox reported that the committee met and went through the comments received and will meet again to continue working through additional comments.

**Old Business**

Email address updates are in process.

An inquiry will be made with Colorado State Forest Field Office regarding dead tree abatement and or removal near the main entrance ditch as well as the city’s responsibility for trees near the roadway.

Douglas County has not responded to communications re: Sundown.

The board has 6-8 variances that need to be filed with the county.

**New Business**

Zoom meeting info will be added to the Bannockburn website and an email communication will be sent to the residents. We are working to improve the website, use of tabs, links, dropdowns, policies, calendar events, financial reports, and further improvements, etc. February through June financials are to be sent to website manager for posting.

WEB Site Review & Maintenance: Jack prepared a Bannockburn Web site content document that was reviewed in the meeting. It was requested that the board members do a personal review of the website and return their comments in a similar format as the document that was reviewed. In order to update the website and keep the website up to date the following actions were decided:

1. Each Board Member review the website and return comments to Jack Shuler by June 30th

2. Jim Rodgers to try and locate the Archive documents that were removed and establish a structure and naming convention for effectively storing and accessing those archives

3. Mike Bertsch to prepare a maintenance plan to keep the website up to date

Also note that the Board Secretary will maintain the credentials to access the website as a backup to the current developer. Mr. Nathan Toland (resident of Bannockburn) offered to assist with managing the website if needed.

Meeting Adjourned 9:28 pm