

Bannockburn Homeowners Association

Board Meeting Minutes

Franktown Fire Station

December 10, 2025

7:00 pm

- The meeting was called to order at 7:03pm with a board quorum present. Board attendees: Dave Delgado, Jack Shuler, Steve Shkilevich, Vickie Heydman (by phone), Jason Hopfer, and Michelle Rozeboom (arrived at 7:34pm).
- Other attendees: Cynthia Goetz (resident), to discuss her interest in being a Board member.
- Reports were given by HOA Board members:
 - **Secretary's Report (Delgado- Interim)**
 - November minutes were reviewed and approved.
 - **Treasurer's Report (Edwards)**
 - Monthly Financial Statements were reviewed and approved.
 - The Board approved the new Treasurer (Dave) to work with John Edwards to make updates to the 2025 Annual Dues letter so a 2026 Annual Dues letter can be created.
 - Jack Shuler, John Edwards and Dave Delgado (new Treasurer) will meet with Wells Fargo to remove John Edwards (former Treasurer) and Jeremy Root (former President) and add Dave (new Treasurer) to the Bannockburn HOA banking accounts in December.
 - John will verify that there will be no limit to donations via QuickBooks for 2026.
 - **Social Committee (Heydman)**
 - Confirmed events for 2026 scheduled as follows:
 - Easter – March 28 (date corrected from March 18)
 - S'mores Get-Together – June 6
 - Community Yard Sale - July 10/11
 - Annual Picnic – August 29
 - Hayride – October 24
 - Chili Cookoff – November 14
 - Vickie plans to get a newsletter out in January 2026
 - **Environmental Committee Report (Jack Shuler)**
 - Residents recently complained about numerous cars regularly parked at the Brunat residence at 1486 Deerpath Trail. Jack sent a letter to Mr. Brunat. requesting an update on how he plans to address community complaints and Douglas County zoning requirements with no response. Jack referred the matter to Douglas County for further review and action. The County declined to investigate. Jack will follow up to ask the County for their rationale not to investigate and if they need any further information.
 - **Document Committee Report (John Edwards)**
 - The Document Committee - work is in progress. Comments were submitted by several Board members for consideration by the Committee. Next step is to

review and incorporate comments and then have a draft for the Board's review and discussion at the February Board Meeting.

- ?? Review policy #1 regarding Colorado state law items that conflict with HOA Covenants. Current example is regarding the state's recent mandate that HOA's may not decline requests for fire hardened materials even if the materials are not approved in HOA Covenants. Board agreed to abide by State of Colorado law when Covenants conflict with law.

- **Old Business**
 - Corporate Transparency Act update – On hold due to Court's nationwide preliminary injunction.

- **New Business**
 - Board positions/assignments discussed and determined with the following outcomes: Jack Shuler voted in to be President. Jason Hopfer voted in to be Vice President and oversee the Architectural/Environmental Committee. Cynthia Goetz voted in to be the Secretary contingent on her verbal confirmation after a training session on Thursday 12/11/25 with John Edwards. Dave Delgado voted in to fulfill the role of Treasurer. Members-at-large will continue to be Steve Shklevich and Michelle Rozeboom.
 - At the recommendation of John Edwards and Jack Shuler based on their interviewing findings, the Board voted to outsource bookkeeping tasks to Deb Gardner, a non-resident professional, at a rate of \$35 per hour.
 - Dave will check with Steve Nickerson regarding a new Go Daddy invoice related to SSL for our HOA website.
 - A motion passed to approve the new state regulations regarding Collection Policy and Procedures. As the new Treasurer, Dave will review the new state policy to determine HOA processes required to comply.
 - Board decided to follow HOA HB24-1091 and reflect in new ordinances.
 - Board approved the 2026 Orten Cavanagh Holmes & Hunt, LLC terms of Engagement.
 - Dave will work with Nathan to update email and Office 365 assignments.
 - Jack to check with Steve Nickerson regarding storage of HOA files and documents.

Ball in Court items discussed:

- A new suggestion was discussed to clarify Limited Expense HOA determinations and to seek guidance from Aaron Goodlock (attorney at Orten). Orten stated that Bannockburn does not qualify as a Limited Expense HOA. John Edwards or Kay Wilcox will ask Orten for additional clarification based on questions they have and report back to the Board at the January meeting.
- Need Office 365 access for Jason and Cynthia as new Board members. Dave will work with John Edwards or Nathan Tolland to assist with this.
- Board deferred discussion regarding who on the Board can post notices to website.
- A discussion regarding the Request for Variance Approval fee to make sure the fee amount is enough to cover costs to process a variance request was deferred to the January HOA meeting. Douglas County recording fees are now \$43 per document.
- A discussion regarding the potential increase of the property transfer fee when a home in the HOA is sold was deferred to the January HOA meeting.

- **The meeting was adjourned by the HOA President at 8:56pm.**