

Bannockburn Homeowners Association

Board Meeting Minutes

Franktown Fire Station

February 11, 2026

7:00 pm

- The February meeting was called to order at 7:00 with a board quorum present. Board attendees: Jack Shuler, Dave Delgado, Cynthia Goetz, Jason Hopfer, Steve Shkilevich, Vickie Heydman, & Michelle Rozeboom.
- Other attendees: Deb Gardner, Bookkeeper, Thomas MacKay, Nathan Toland, Randy Holman & Heather Kelly.
- Thomas MacKay from IT Services LLC was present to assist Board members and the HOA bookkeeper with getting signed into the Directors@BannockburnHOA.org emails and getting signed into Share Point. His fee is \$165/hour, and he worked with members for approximately 3.5 hours.
- Reports were given by HOA Board members:
 - Secretary's Report (Goetz)
 - January minutes were reviewed.
 - Recommended changes were discussed and made.
 - Minutes were approved.
 - The secretary will be responsible to send out e-mail to residents, and the social chairman will be the alternate.
 - Board Agenda for each monthly meeting needs to be emailed to residents 72 hours prior to the meeting.
 - Treasurer's Report (Delgado)
 - Treasurer handed out the following documents for Board review: Wells Fargo CD report, Wells Fargo Jan. 31 statement, HOA Balance Sheet & Open Invoices Report.
 - Dues letters and emails with invoices were sent out Feb. 4, and Feb. 2 respectfully, to residents.
 - Treasurer will develop a tool for Share Point on "How to Find Treasurer's Reports on Share Point".
 - The treasurer and bookkeeper will monitor dues payments from residents.
 - Treasurer will renew the HOA's \$15000 CD asset with Wells Fargo on the Maturity date, April 28, 2026

- The treasurer will send out Dues Reminder letters & emails to residents who have not paid their dues on Feb. 18 and March 20.
 - Treasurer will investigate why the QuickBooks On-line payment method has a limit payment of 3 X Dues amount, thus limiting donations to \$50 if residents' choice of payment is using QuickBooks. This limitation was explained to residents in the Feb. 2 Dues Letter.
 - Social Committee (Heydman)
 - Vickie is changing the date for the S'mores from June 6 to June 13.
 - Newsletter items need to be sent to Vickie for inclusion in the Feb. Newsletter.
 - The Annual Picnic site was discussed because electricity will be needed for entertainment. A local band called "These Guys" can provide music. Vickie recommended a barn or someone's residents. This request will be included in the Newsletter. Michelle Rozeboom stated that her home might be a possibility. If the Annual picnic site changes to a resident's home or barn, porta potties are recommended.
 - Chili Cookoff dates were discussed and may be changed.
 - Environmental Committee Report (Hopfer)
 - Randy Holman & Heather Kelly, 10579 Holden Circle, presented a plan to build a 3-car steel garage. Cleary Building Corp would be the builder. The building would meet HOA Guidelines. Building size: 36' width X 40' length X 14' height, 1440 sq ft. Materials: Steel Grandrib 3 Plus Siding, UL790 Class A Fire Resistance, LU 2218 Class 4 Hail Impact Resistance shingles, UL580 Class 90 Uplift Testing Rating, Color match existing house & barn colors. Cleary Buildings, Elizabeth will pull all applicable permits.
 - Jack presented documentation from Aaron Goodlock, attorney, regarding provision from CCIOA, C.R.S 38-33.3-106.5 regarding fire-hardened materials. Basically, the provision states that HOAs cannot impose or enforce rules that restrict or prohibit the use of fire-hardened materials in the construction of homes or other accessory structures on an owner's property. Therefore, no variance is required. It was moved and seconded to approve the owner's request to add a 3-car garage to their property. Motion has passed.
 - Document Committee Report
 - Tabled until March meeting
- Old Business

- Jack and Dave will be attending a Collection Policy Seminar by Hal Kyles Feb. 20 from 9:30-11:30 at Orten LLC
- Transfer Fee policy and Variance policy updates – in process

- New Business
 - Board changes to the website have been completed. Progress on bannockburnhoa.org emails and office 365 for board members was completed for the Board members under the guidance of Thomas MacKay.
 - Jack and Dave plan to attend the Commissioner Kevin Van Winkle Feb. 12 Town Hall Meeting in Franktown discussing issues that impact our community.
 - Bannockburn's entrance off of Hwy. 86 was discussed regarding upgrading the landscape. Jack agreed to the suggestions to send pictures of the entrance and get some bids from landscape companies on possible enhancement.

- Ball In Court Items
 - Brunat lot – in progress
 - Dave checking with Steve Nickerson re: Go Daddy invoice related to SSL for our website.

- The meeting was adjourned at 8:17 pm. Board members who needed assistance from Thomas MacKay continued to work with Thomas to get bannockburnhoa.org emails & office 365 set up until 10:25 pm.