**GHOA**

**February 7, 2023**

**Board Meeting Minutes**

In attendance:

 Officers: Jeremy Owings, President

 Randy Geving, VP

 Todd Varrone, Treasurer

 Sandy Shakes, Secretary

 At Large: Mike Francis

 Heidi Sayles

 Paul Cook

 Kadie Schuler (by phone)

 Julie Varrone (absent)

**Call to order**: 7:03 p.m.

**Welcome and opening comments** by Jeremy Owings

**Approval of January 5, 2023 Board Meeting Minutes**. Unanimous approval vote

**Treasurer Report**: Todd Varrone

-US Bank account no change $6,800 balance

 -Todd still trying to get US Bank to work with him to set up an account

 in which he is a signer.

 - Paul Cook has access to the GHOA account and will work with Todd to get

 access at US BANK.

 - May have to change banks if the current situation is not resolved soon.\*

-Due paying GHOA members is currently around 69 homeowners.

-Paul: Discussion regarding article in newsletter to persuade homeowners to join GHOA

 Other ideas: send a bill, drop off envelope for dues with the newsletter

 ( similar to the “green envelopes” used in years past.

 -Need homeowners’ authorization to use their email address.

 - No action on setting a budget.

**Updates ( around the room): Discussion Only**

 *-*Jeremy received and responded to a Status Letter for 3710 E Wade Lane $270.

 Historical information and perspective update from Paul Cook

 - Microsoft Office Suite for Directors

\*$6 monthly charge for access to Microsoft Basic (Discussion only)

\*GHOA current host is HOSTGATOR

\*Keep GHOA email through the domain - Microsoft

\*Kadie and Jeremy to handle and do backend changes.

 (i.e, greeencrestHOA.org or GHOA.org).

 -Online files for board collaboration and HOA records (Google Docs?)

 \*Kadie- familiar with Sharepoint Microsoft documents

 \*Jeremy is currently storing in Google Docs and will be moved to a

 permanent filing system.

 \* Paul wants systems for board to communicate/collaborate with other

 board members.

 -CO Secretary of State-Periodic Report Due

 \*Need a physical address of a board member

\*Mailing address PO Box is not acceptable to receive legal services.

 \*Currently, Paul’s name and address is listed with Northwest Service

 \*\*Northwest service is a registered agent

 \*\*\* scans mail and emails

 \*A detailed, personal experience and discussion by Paul regarding

\*\*fiduciary responsibility to do the “right” thing.

 \*\*Discussion of HOA Tax Filing using an accounting firm

 \*\* There was a lot of discussion and historical information shared.

 \*\*Paul shared:

 \*\*\* GHOA is current in filing as Colorado Non-Profit file

 1120 H form.

 \*\*\*Not 501 C 5, file under 520

 \*\*Paul recommended to continue to filing with HOA preparer,

 Flynn Accounting.

 \*\* Filing cost for Federal and State taxes for 2022 was $425

 -OFFICIAL VOTES:

 \*\* Motioned was made to adopted Microsoft Suite for 3 board

 members to use for official business. Second and Voted 7-0,

 Unanimously passed.

\*\* Paul made a motion to hire a Registered Agent to receive official

 mail.

 \*\* Second by Mike Francis

 \*\* Vote 7-0 Unanimously to obtain a Registered Agent for Official

 Mail and pay $150 annually.

**Miscellaneous:**

-http://altitude.law/events/ Community Law Webinars- Jeremy a good resource

 website to check out.

 -Newsletter: Michael Francis stated his wife might be interested in taking over.

 -Discussion about the neighborhood organizations vs city departments to get

 action on potholes and sidewalk repairs.

**Final Comments:**

 -Come with ideas for community activities to justify dues for GHOA.

**Next Meeting:** Sandy’s House 3255 Wade Circle. Meeting in the lower level.

 Please enter on the westside of the house and follow the red brick path to the

 Patio.

**Adjourn: 8:34 p.m.**

I have asked if we could change our meeting date to the second Thursday of the month instead of the first Thursday of the month.

Next meeting is tentatively planned for MARCH 9, 2023 at 7 pm.

Respectfully submitted by,

Sandy Shakes

GHOA Secretary