Surrey Ridge HOA Board of Directors

# Meeting Minutes

# 9 February 2021

## Opening

The 3rd 2020-2021 Board Meeting of Surrey Ridge HOA Board of Directors was called to order at 6:30 on 9 February 2021 at the home of Brian and Valerie Miller (thank you to Valerie and Brian) by Jerry Cardwell

## Present

Jerry Cardwell, Joe Morrato, Drew Goodyear, Matt Woolly, Valerie Miller, Brian Miller and Susan Cote

## Approval of Minutes

Actions from the minutes of the 16 September 2020 Surrey Ridge HOA Meeting were reviewed and closed and the minutes were unanimously approved.

***Action Item: Jerry to follow-up on action to get ACC process updated and make available on Website***

## Treasurers Report – Matt Woolly

* Matt reported we have $2518 in our accounts, with a total payment of $7980 for arena paid.
* 55 households have paid their 2020-2021 dues, 22 fewer than last year and we have 142 lot owners.

***Action Item: Need to make a call for dues in the newsletter and on the website***

* Main expenses looking forward this term are social events and newsletters

## Discussion Topics

1. Website & Communication
* Discussion about the need to refresh and update the website. Possibly some permissions for others to be able to help post. Matt to work with Travis, Susan also volunteered to help. Determine what we can get done quickly and develop plan for long term

***Action Item: Matt and Susan to get with Travis to work***

1. Equestrian / Trails
* Jerry asked who would join to help work on trails. Timing would be mid-March to early April, weather dependent. Need to develop plan to prioritize trails, gather volunteers, schedule and organize help for clearing trails.

***Action Item: Add this topic to newsletter***

* Discussion about large equipment to help.

***Action Item: Joe to contact Marvin Hutchens as a possibility.***

***Action Closed: Joe contacted Marvin and he said he would be glad to help clear horse trails with his tractor as long as he can get in and out safely.***

* May need to look at renting a macerator to help clear scrub oak adequately for horses’ safety. This would be an expense the users of the trails would have to assist with since dues’ payments are down for maintaining the trails.
* Possibility Xcel might clear the right-of-ways where they are replacing poles.
* Jerry and Matt are working to update Bridle Paths map. Once updated, it will be sent out to riders for review and approval. Plan is to have map complete mid to late spring.

***Action Item: Add this topic to newsletter***

1. Welcoming Gifts
* Board agreed to a welcome package consisting of a bottle of wine, a Surrey Ridge directory, a package of documents to include the Covenants, Bylaws, ACC documents, a description of our website and a little history of Surrey Ridge, along with a welcome note.

***Action Item: Drew to get list from tax assessor’s office of everyone who has moved in since last June***

***Action Item: Joe to work with Stephanie Bryant for additional directories for the packages. Find out if they are doing a new update and if so, when will it be done?***

***Action closed - Stephanie said she would have revised copies of the phone directory available for the annual meeting.***

***Action Item: Need call in newsletter for residents to update their information with Stephanie***

* Gaby and Kerri to put gifts together and get out to new residents. Goal is to get packages out by end of March.
1. Upcoming Social Events
* Valerie suggested that Easter (April 4) may be too early to plan an egg hunt with the still unknowns of kids back to school, spring breaks, social gathering status. Recommends we do something at the new arena later in the spring
* Discussion on an arena event included possible performances by the kids who are taking barrel racing classes from Mariah, Gymkhana, hand-led horse rides for little ones. Refreshment suggestions included keg, sodas, snacks, food truck. Target date is 25th of April
1. Upcoming Newsletter
* It was determined the responsibility for the newsletter would move to the vice president position, still in coordination with the secretary position, thank you Valerie!
* Goal is to get 2 newsletters out before the annual meeting in May. First one by end of month
* Drew pointed out the goldenrod color for the newsletter and envelope helps get attention. Agreed to stay with that color
* Agreed to stay away from advertising in newsletter
* Topics identified:
	+ New Arena: Patte to do the write-up for the article. Include some history of the arena such as original posts placed in 1992, it has been the subject of many Eagle Scout projects, recently has required repair each year, and routine maintenance provided by a number of volunteers—some not even horse owners, added sand just last year and still need more.
	+ Social Event at the Arena
	+ Horse Trails clean-up
	+ Bridle Path Map update
	+ Survey to update directory – updated addresses and emails
	+ Shout-out to residents who volunteer to help the community in tasks such as maintain and mow the park, spray the Knot Head tree in the park every year, take care of the flag, maintain the arena, area clean-ups as a few examples
	+ Call for dues – citing great things like the above topics
	+ Note on moving to 2-year term for board members
	+ Annual Meeting 11 May

***Action Item: Drew to check on using Journey Church***

1. Discussion on 2 Year Terms
* All members were ok with serving 2 years
* Would require an amendment to the Bylaws and possible covenants
* Several different combinations of board and at-large members were discussed.

***Action Item: Jerry to do write up for newsletter***

1. Neighborhood Security
* Jerry stated he felt neighborhood issues with the transients were more isolated incidents and we need to put information in the newsletter and on website on who to contact if issues arise, normal safety precautions such as locking/bolting door and barns and security systems
* Douglas County should be called when issues encountered, but suggested to also contact Lone Tree and Castle Rock police
* Susan reported that she had contacted Douglas County Community Division for ideas to share with our community on safety and dealing with the transients
	+ Sargent Miller offered hosting a Zoom Neighborhood Watch Meeting, open to everyone in the neighborhood to talk about safety recommendations, things we can do, how to help watch out for each other and what Douglas County is doing and take questions from participants
	+ It was pointed out we already have a Neighborhood Watch and Susan should pass this on to Josh Gonzales who runs it.

***Action Item: Susan to contact Josh***

* + Jerry suggested that Sargent Miller could come to our annual meeting and talk with the neighborhood in May rather than a Zoom meeting
1. Insurance Coverage
* Matt reported we are all up to date with our insurance. Paid last year through June 2021. Approximately $1000/year
1. New Business
* Bylaw modifications would be needed if we move to 2-year terms
* Drew to get an up-to-date list of all Surrey Ridge lot owners from county tax accessor
* Quick discussion on how to encourage future involvement with community. Already touched on newsletter, website more user-friendly, place to sign-up to receive alerts, social events, annual meeting, help clearing horse trails. Another suggestion was re-implementing a phone tree to get urgent info to the community fast.

## Next Board Meeting

Matt volunteered his home. March 9th at 6:30

## Meeting adjourned at 8:06 pm!!