**Surrey Ridge HOA Board of Directors**

Meeting Minutes DRAFT

27 July 2022

Action items in **red bold** print

Closed action items in **black bold** print

**Opening**

* The 1st Surrey Ridge HOA Board of Directors meeting of 2022-2023 was called to order at 6:33 on 27 July 2022 at home of Ed and Pam Burns.
* Past and new board members in attendance were Jerry Cardwell, Valerie Miller, Ed Burns, Ryan Peitzmeier, Amber Paciotti, Jackie Rivera, Mike Van Why, Fayrid Ladha and Susan Cote.
* Minutes from 6/30/22 Annual Board Meeting were reviewed. 3 corrections identified and minutes were unanimously approved with the corrections.
  + First correction was number in attendance for a quorum were 30 due to multiple lots of those signed in, required quorum is 28 based on number of lots but **action was identified to verify how many lots are in our HOA, Ed agreed to take the action.**
  + Second was to clarify the members of the ACC, Marvin Hutchens has served his term and will roll off this year, Susan Picon will stay on in an “at-large” position to provide a smooth transition for the new ACC members, Jackie Rivera has served one year and will remain on as a full member and the 2 new members are Desirey Laine Van Why and Jackie Post.
  + Third update to remove Monica from Social Events committee.
* Discussed action from the Annual HOA Meeting to provide short bios of the new board members. **Action for each board member to get their bio and photo sent to the entire board by 30 August.**

**Treasurers Report**

* + - Matt was unable to attend but sent email with report along with list of his responsibilities to pass on to new treasurer.
    - We have continued to receive dues since the annual meeting. Current balance at time of meeting was $6433.07, already significantly surpassing last years dues received.
    - Plan to do another push for dues near end of year.
    - Jerry reported the mailbox issues have been resolved, he has one follow up contact to make.

**Election of Officers**

* Incumbent members each went over the responsibilities of their positions.
* **President** - Ed Burns volunteered for president position.
* **Vice President** - Ryan Peitzmeier volunteered for Vice President role.
* **Secretary** – Mike Van Why volunteered for Secretary position.
* **Treasurer** – Amber Paciotti volunteered for Treasurer.
* Motion and second were made and all were unanimously accepted.
* **Committee Chairs** – It was agreed that Fayrid Ladha and Jackie Rivera split the committees to oversee, make sure they are communicating and moving along. It was agreed to have a board member act as chair for each committee. Committees were summarized as:
  + Horse Trails - chaired by Ryan Peitzmeier
  + Communication to include Website, Facebook and Sentinel – chaired by Jackie Rivera
  + Social Events – chaired by Ryan Peitzmeier
  + Welcoming – chaired by Amber Paciotti
  + Surrounding Government and Neighborhood activities – chaired by Fayrid Ladha. This is a new committee and was described as identifying contacts for and staying abreast of activities in Douglas County, Lone Tree, Oak Ridge and Surrey Ridge Estates.
* **At-Large-** Jerry Cardwell will stay on as Board member At-Large
* **Rolling Off –** Matt Woolly, Valerie Miller and Susan Cote have served their 2 years and will be rolling off the board. Thank you, Matt, Valerie, and Susan for your efforts these past 2 years!!

**Discussion Topics**

* + Selection of future dates- Next Board meeting was scheduled for 12 September at 6:30 at Journey Church
  + Newsletter publications – Patte will stay involved in doing the layout and getting the Sentinel printed. It was requested to post non-emergency numbers to contact in big font in the next Sentinel**. Action to get next Sentinel out by end of August/ early September – Jackie.**
  + Website and Facebook page – Mike has taken the Website and Jackie has Facebook in the Communication Committee. Mike and Susan will get together and work website handover.
  + Equestrian\trail maps and signs – Tentative dates for the clean-up were discussed, September 10th, 17th or 24th. Final date to be announced later.
  + **Action identified to develop contact list of all horse owners – Ryan.**
  + Sign replacement in park – Valerie has purchased new sign and she and Brian will install in park – thank you Valerie and Brian!!
  + Jerry shared his thoughts of remaining discussion topics for future activities for the new board such as updating Bylaws and Covenants and merging Surrey Ridge and Surrey Ridge Estates HOAs.
  + **Open action for Susan to purchase light for flag in park. Board agreed to provide help to install.**

**Next Board Meeting will be 12 September at 6:30, Journey Church**

**Meeting adjourned at 8:20 pm**