

Rio Buena Vista H.O.A.
Board Meeting Minutes
February 16th, 2013

- 1) A quorum of the Board was established. In attendance were Mark Bantle, John Harrington, Allen Lyon, Alan Baker, and Rick Medina.
- 2) President Mark Bantle called the Board Meeting to order at approx. 9:00 A.M.
- 3) The Board reviewed the 11-17-2012 and the 1-4-2013 Board Meeting Minutes.
ACTION: Upon motion made and Seconded, the Board unanimously approved the minutes from the 11-17-2012 and the 1-4-2013 meetings. The Board wants everyone to be aware that the minutes are posted on the Association's website at www.riobuenavista.org, and posted on the Association's bulletin board located at the pool entry in the community.
- 4) The new Manager Amy Telnes introduced herself and her assistant Megan Venditto to those in attendance. Amy reported that the transition between management firms was progressing and she now has everything she needs to proceed forward. The Board discussed the limit that should be set on what the Manager is allowed to spend without Board approval on emergency and necessary repairs.
ACTION: Upon motion made and seconded, it was unanimously decided that the Managers spending limit without Board approval shall be \$1500.00.
The Board questioned a transfer from the Reserve to Checking made by the Manager that occurred during the set up of the accounts at the new bank. The Board instructed Amy Telnes to make sure no further transfers can be made out of the Reserve to Checking.
- 5) The Board reviewed the Financial Statements through 1-31-2013. Amy Telnes stated that income is down due to the fact that many checks were still going to the old manager. Amy stated that a large number of checks are being received this month, and this should level out before March ends. Allen Lyon briefly explained why dues were raised to those in attendance and took questions from the Members. The main reason for the raise of dues is to build the reserves that are currently underfunded. The Board expressed their intent to go line by line on each budget item to cut costs where they can to hopefully be able to lower dues in 2014.
ACTION: Upon motion made and seconded, the Financial Statements through 1-31-2013 were unanimously approved.
- 6) John Harrington provided an Insurance Policy update. John found that the Farmer's policy had not been cancelled as the Board had instructed. John has made contact with the agent and has corrected everything. A refund check is expected soon. The Board answered questions regarding the new policy, and the Board stated the new policy will be posted on the Association's website for all to view.
- 7) Review Grounds Maintenance and Repair Items
 - a) The Board reviewed contracts available at the time for Landscaping and Cleaning & Janitorial. The Board would like the Manager to spend time as it becomes available to review all services and contracts.
 - b) A bid from Colorado River Plumbing for a new hot water tank, tank shed, and new line to the water fountain in the pool area were reviewed.
ACTION: Upon motion made and seconded, the bid was unanimously approved. Rick Medina and Amy Telnes will meet with the plumber as soon as possible to set up this work.

c) A repair invoice for the Card lock to the pool gate for repairing wiring that was struck by lightning was reviewed by the Board.

ACTION: Upon motion made and seconded, the Board unanimously approved payment of the invoice.

d) A bid from Optimum Pool Service to drain and clean the tile on the pool and spa was reviewed by the Board.

ACTION: Upon motion made and seconded, the Board approved the bid and authorized the work to begin May first. A bid from Optimum Pool to replace the spa heater was reviewed.

ACTION: Upon motion made and seconded, the Board unanimously approved the purchase of the new spa heater.

e) The Sewer System cleaning contract schedule was briefly discussed.

f) The SW Gas Repairs & Roadway Repairs were briefly discussed.

g) Reimbursement requests from Allen Lyon for the new bulletin board and the community padlocks were reviewed by the Board.

ACTION: Upon motion made and seconded, the Board unanimously approved a reimbursement payment to Allen Lyon.

8) The Board reviewed an Architectural Application from Member Rick Medina.

ACTION: Upon motion made and seconded, the Board unanimously approved the request.

9) The Board review an invoice from Attorney Mary Goodhue Deutsch for legal services. There was a brief discussion regarding the charges.

ACTION: Upon motion made and seconded the Board agreed to pay the invoice with a vote of 4-1.

10) The Board reviewed a proposal from a new law firm and Attorney Timothy P. Flanagan.

ACTION: Upon motion made and seconded it was unanimously agreed to hire Timothy P. Flanagan as the Association's Attorney and appoint him as the Association's statutory agent.

11) The Manager reported that there was not enough information available at this date to provide a delinquency report to the Board.

12) The Board held an open session from the floor where they received comments and questions from the general membership in attendance.

The meeting was adjourned at approx. 11:30 A.M.

Signed this _____ day of _____, 2013

By, _____
Secretary of the Association

**THE ANNUAL MEETING DATE WAS SET TO BE HELD SATURDAY
APRIL 27TH, 2013 AT 9:00 A.M. IN THE COMMUNITY POOL AREA.**