

**Minutes of meeting of the Executive Board of  
Somerset Estates Homeowners Association (SEHOA)  
24 April 2018  
Niwot Fire House**

**1. Call to order**

The meeting was called to order at 6.35 pm

**2. Quorum**

All Directors were present, Marc Arnold (MA), Paula Hemenway (PH), Anthony Chirikos (AC), Kip Sharp (KS), Susan Reilly (SR)

**3. Approval of previous minutes**

The Board approved the following actions:

- Motion to approve minutes of Homeowners meeting 10 April 2018 (by PH and seconded by AC)

**4. Reports**

**(i) HOA start up matters**

MA gave an update on the newsletter, saying there has been a positive response from Homeowners. MA gave an update on the census responses, 21 so far electronically with 17 consenting to publish in a directory. Another 11 mailed responses were given to MA by PH.

**(ii) One Time Issues - INTENDED TO BE MAIN FOCUS OF THIS MEETING**

- **TSA** - AC explained that we are getting questions from Homeowners on where to send dues in future, and how we are paying for things. He explained the need for a more formal relationship between SEHOA and SHOA going forward and then explained the proposal made by SEHOA to SHOA for a Transition Services Agreement (TSA) to cover arrangements until a decision is made on whether to merge or not (a decision required by Homeowners in both communities). AC explained that we have been trying to engage with SHOA on this to remove any ambiguity for homeowners. There was encouragement from homeowners present at the meeting for the Executive Board to follow up on this. MA explained that the response from SHOA had been to delay these discussions due to other priorities that SHOA has at the moment. Nevertheless homeowners were keen for the SEHOA Executive Board to continue to address this with some urgency.
- **NEW DECLARATION** - The need for new Declarations was discussed, and the need for involvement by Homeowners in shaping the changes. At the last Executive Board Meeting it was agreed we would dedicate a substantial portion of the time to this issue at this meeting. For context MA presented a diagram showing the steps we envision will be necessary for both SEHOA and SHOA to go through prior to homeowners voting on a merger. For each community a change to its Declaration will be needed whether staying separate or merging. To keep open the merger possibility it would make sense for the Boards of SEHOA and SHOA to work in a collaborative way during the process of changing Declarations and that's what we

propose. PH presented a summary of proposed changes to the SEHOA Declaration for discussion. A slide pack was presented and will be posted to the website. This pack highlights the changes proposed relative to the proposal made in 2016, and to the existing Declaration (from 1992). It also includes for context the diagram showing the roadmap to either merger or full ongoing separation.

### **(iii) Ongoing operational issues**

- KS confirmed insurance is now in place. There was discussion about SSTC insurance for the pool and the need to have SEHOA named on that insurance. This is in progress.
- The ACC for SEHOA - no update at this meeting. Certain ACC matters covered in discussion around amended Declaration.
- Maintenance report - MA gave an update received from the manager, Al Orendorff, noting that the spring clean is done, trees trimmed, pre-emergent and fertilizer done, sidewalks sprayed, repairs authorized to pump 2, bids being sought to repair dead grass along Somerset at Primrose, Columbine and Daylily. Water to be turned on in May.
- Treasurer report - No update at this meeting, although some concern expressed by homeowners that SEHOA has no funds.
- Social committee - Richelle Burnet gave an update on initial ideas.

## **5. Approval of actions**

- **Insurance - it was agreed that clarification of SSTC insurance would be sought ensuring SEHOA as an additional insured**
- **TSA- It was agreed that the SEHOA Executive Board would follow up on this with urgency**
- **New Declaration - it was agreed that a packet would be sent to homeowners including the “roadmap” to either merger or separation, together with a draft of proposed amended 2018 Declarations, incorporating homeowner feedback from this meeting, and setting out a summary of changes from (i) the 2016 version the board attempted to pass (which failed) and (ii) the 1992 Declaration currently in place**

## **6. Homeowner comments / discussion**

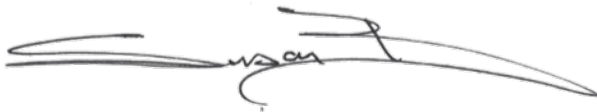
- Agreement that a TSA in writing is needed
- Discussion around amended Declaration covered in section 3 above, with most homeowners supportive of changes, but more discussion needed around certain matters. Comments made were incorporated into the latest draft of amended Declarations to be posted to homeowners for consideration.
- some comments regarding the ongoing collaboration and synchronizing with SHOA

**7. Next meeting**

The next meeting was set as Tuesday May 22 at 6.30pm at Niwot Fire House

**8. Adjourn**

The meeting adjourned at 9pm

A handwritten signature in black ink, appearing to read "Susan Reilly". The signature is stylized with a long horizontal stroke at the end.

Susan Reilly  
Secretary  
April 30,2018