

**Minutes of Meeting of the Executive Board of
Somerset Estates Homeowners Association (SEHOA)
May 28, 2019
Niwot Fire Station, CO**

1. **Call to order** - The meeting was called to order at 6:38 PM.
2. **Quorum** - Quorum met for Executive Board meeting with Bill Harris (BH), Paula Hemenway (PH), and Herb McPherson (HM) present. Marc Arnold (MA) and Mark Jensen (MJ) were absent.

Committee members and homeowners in attendance – None

3. **Approval of Prior Meeting Minutes** – Motion to approve minutes from the Executive Board meeting on May 14, 2019 with updated Treasurer’s Report provided by HM made by HM, seconded by PH, approved unanimously.
4. **Somerset Swim & Tennis Club (SSTC) Disclosure Protocol** – As requested by Steve Lehan at the May 14 board meeting, MA has asked Al Orendorff, Property Manager, to disclose the existence of SSTC on the form received from title companies as part of escrow, and he has agreed to do so. To document this action, a motion to adopt the following resolution was made by HM, seconded by BH, approved unanimously:

Resolved, to instruct Allan Orendorff, Property Manager, to include the following statement on all Title Company or realtor inquiries made of SEHOA related to escrow of properties in Somerset Estates, effective immediately: “The Somerset Swim and Tennis Club (SSTC) is a separate nonprofit corporation from SEHOA, and assessments paid to SEHOA do not cover SSTC membership. Please check with SSTC at somersetpool@gmail.com on the membership status for this property.”

5. **Approach to Reserve Study** – BH and MJ are preparing a presentation for the board on their recommended approach to the reserve study. We have lists of possible projects from Garrett Quackenbush, Al Orendorff, and the 2014 Reserve Study for SHOA. PH will put Garrett’s and Al’s list into a spreadsheet and will separate the SEHOA items out of the 2014 study. We discussed a draft Reserve Study Policy that is required by CCIOA. Final draft to be reviewed by Scott Osgood, attorney, prior to board approval.
6. **Other Business** – PH reported that Kamla Chopra has offered to host a summer party on July 27 from 6-9 PM. The welcome group (Anita Harris, Kamla Chopra, and Beth Ryan) will start visiting new homeowners soon. Richelle Burnett was invited to participate in these social activities or pass the responsibility on to someone else.
7. **Member Open Forum** – No discussion.
8. **Next meeting** – Tuesday, June 11, 6:30 pm at Niwot Fire Station.
9. **Adjourn** - The meeting adjourned at 8:30 PM.

Paula Hemenway

Paula Hemenway, Secretary
May 30, 2019

SEHOA Board Minutes