

BOARD OF DIRECTORS MEETING

SAGE PORT HOMEOWNERS ASSOCIATION

MAY 17, 2006

Meeting was called to order at 6:36 p.m. Present were, Steve Coffin, Mark Hesse, C.J. Meyer, Pat Ryan, Paul Stremick, Leonard Westlake, Sandy Anderson. At 7:05 p.m. members of the community (Terrie Westlake, Mike Anderson, Jack Ryan, Melinda Ryan, Sue Koller and Karen Ruffin) joined the meeting.

APPROVAL OF MINUTES:

First order of business was the approval of minutes from the Transitional Board of Directors Meeting of March 27, 2006, and the Board of Directors Meeting of April 13, 2006. The Secretary requested additional time to adjust the minutes to include some corrections and changes submitted by C.J. Meyer and Mark Hesse. Request was approved.

Mark announced the Minutes of the March 13, 2006 Board of Directors Meeting had been approved by email by the then Directors, and will be posted on the website.

AUDIT UPDATE:

The Treasurer has been researching the HOA's books, records and related materials for 2005, and will research 2004 before making her recommendation to the Board whether or not to proceed with an audit.

The status of Filing 6A and funds collected from them needs to be ascertained.

Leonard stated the reasoning and amount paid to the ACC needs to be clarified.

NEW ACCOUNT STATUS:

Because the agreed to letter from Mark, required by the bank to remove him as signatory on the bank accounts was not forthcoming, the checking and savings accounts at Colorado Community Bank were closed, and new mirror accounts opened, with the Secretary added as the third signatory. A separate Money Market account was opened and the \$9,000 check from the U.S. Forest Service was deposited.

COMMITTEES:

Communications Committee:

The chair of this committee is vacant; Mark and Sandy remain on the committee.

The website needs to be updated and maintained; in that vein, Mark was asked to forward to Steve the passwords and other pertinent information, which will in turn be passed on to a webmaster upon appointment.

The most immediate priority of this committee is to send a newsletter to the community, announcing election results, new board members, what we hope to accomplish, the open board meetings at Larkspur Fire Department on the third Wednesday of each month at 7:00 p.m., wildfire mitigation information, plans, etc., as well as news from other committees. Volunteers to fill vacancies on various committees will be solicited in this newsletter.

Mike Anderson volunteered to receive, organize and coordinate all material for the newsletter, which will be presented to the Board at its next meeting. Submissions may be emailed to Mike at [mike.a@mindspring.com](mailto:mike.a@mindspring.com).

Leonard noted the committee previously has sent seasonal, quarterly newsletters to the community, and suggested for the present that schedule be continued.

#### Wildfire Mitigation Committee:

C.J. said she would contact Steve Lechner to see if he's willing to chair the committee, or at least remain on it. This committee needs to define and present plans to the Board for the most effective use in our community of the \$9,000 received from the U.S. Forest Service.

C.J. attended a recent Wildfire Mitigation meeting hosted by the Larkspur Fire Department. They would like us to prepare another grant application. The Fire Department stated they would help us with it.

The Fire Department stated residents should display house numbers on both sides of their mailboxes to facilitate the Department in responding to calls, alarms or other emergencies.

#### Document Review Committee:

This committee was disbanded several months ago. Leonard made a motion the committee be revitalized. Motion was seconded. All voted in favor.

#### ACC:

It's unclear how the Board will get reports from the ACC. In the past the chairman of the ACC either attended Board Meetings, or sent an email or written report for presentation. This is no longer being done. The secretary will ask the chairman for monthly updates and invite him to attend monthly board meetings.

#### Nominating Committee:

C.J. is Chairman of this committee. The committee convenes in the fall to accept nominations to fill upcoming vacancies on the Board. After presenting a new slate of nominees for election at the Annual Meeting, their work is complete.

The Welcome and Events Committees remain with vacancies to be filled.

Steve made a motion to adjourn, Leonard seconded, all approved. The meeting adjourned at 7:37 p.m.

Respectfully submitted,

Sandy Anderson  
Secretary