


**Fair Oaks Ranch Homeowners' Association**  
**August 22, 2019, 7:00 p.m.**  
**Fair Oaks Ranch HOA Conference Room, 7286 Dietz Elkhorn**

- I. CALL TO ORDER** – Carolyn Knopf, President, called the meeting to order at 7:00 p.m. Directors attending were Vice President Beki Hutchison, Secretary Frank Chesworth, Treasurer Gary Williams, Sara Federico, Jonathan Lisenby, and Buddy Preuss. Kristin Koronczok attended by phone. Not in attendance was director Jonathan Cluck. Guests attending were Wes Pieper (with proxy from Bob Sousa), Geri Pieper (with proxy from John Weir), Ken Nichols, Debra Grandjean (with proxy from Mark Pecikonis), Jim Havard, Garry Manitzas, Christine Graham, Al Schmidt, and Irene White.
- II. GUEST COMMENTS** –The guest comments began at 7:01 pm and completed at 7:15
- III. 2020 BUDGET WORKSHOP**
- A. Treasurer Williams led the BOD through the Budget Analysis for 2020. He suggested that for fiscal responsibility, the BOD keep a cushion of \$15,000 in the budget for legal expenses to cover our insurance deductible if a suit is ever filed.
- There was discussion concerning developing a Business Case to submit for a review of FORHA policies in 2020. President Knopf was going to work on gathering the information.
- General discussion of the budget for maps and directories as well as data available for the directory led to the recommendation that the membership directory be prepared to release in the first quarter of 2020.
- To reduce office costs, Business Operations Manager discussed switching phones to VOIP with GVTC for an estimated savings of \$2800 per year.
- The following Business Cases were reviewed and discussed:
1. 2020 Office Equipment – BOD comments were favorable for project of \$2,375.00 for new computer, paper folder for statements and folding chairs for the FORHA office.
  2. 2020 Board Meeting Audio Visual Update – BOD comments were favorable for a project of \$1,100.00 to purchase and mount two smart TVs in the conference room area of FORHA to use in place of the projector and screen during meetings.
  3. 2020 IT Maintenance/Support – BOD comments were favorable for replacing current by the hour IT contract with an IT maintenance contract without any increase from the 2019 budget.
  4. 2020 FORHA BOD Communications – BOD comments were favorable for the use of a meeting software and asked Business Operations Manager to look into various free and inexpensive software to use for communication with BOD concerning board packets, documents, files, signatures and calendars. The BOD like the idea of using tables to replace binders but felt it was not a necessity at this time.
  5. 2020 Video Conference System – BOD comments were favorable for a project of \$800.00 to purchase a Meeting Owl so that members could view meetings live should they be unable to attend. The BOD removed the request for a video conference software to go along with the equipment and suggested investigating further to make sure it would be beneficial and/or necessary. (This Business Case was first presented at the 2019 Budget meetings)
  6. Parks & Trails presented a Business Case for Vestal Park Phase II – the BOD questioned the irrigation maintenance costs as well as costs for water.
- IV. ADJOURNMENT**
- At 8:43pm, Buddy Preuss motioned that the meeting be adjourned. Vice President Hutchison seconded and there being no further business, the meeting was adjourned.

Submitted by:

  
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Frank Chesworth, Secretary

Prepared by:

  
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Judy Bordman, Business Operations Manager