

Fair Oaks Ranch Homeowners' Association
July 3, 2018 7:00 p.m.
Fair Oaks Ranch HOA Conference Room, 7286 Dietz Elkhorn

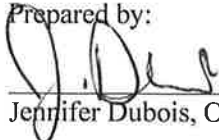
- I. CALL TO ORDER** – Carolyn Knopf, President, called the meeting to order at 7:00 p.m. Directors attending were Beki Hutchison, Tom Jaster, Carolyn Knopf, Kristen Koroncok, and Mike Saletta. Frank Chesworth, Jonathan Cluck, Debra Grandjean, and Ken Nichols were not present. Nick DiCianni attended as a guest.
- II. GUEST COMMENTS** – There were no guest comments.
- III. APPROVAL OF MINUTES** – Beki Hutchison moved to approve the minutes as stated for the June 3, 7, and 12, 2018, meetings. Tom Jaster seconded. The motion was approved with all in favor.
- IV. REPORTS**
- A. President – Kristen Koroncok was introduced as a new Board member. The Board was reminded to limit the use of technology during meetings.
 - B. Treasurer – On July 1, demand letters were mailed to approx. 70 members with outstanding assessments. The Board reviewed the remaining budget items for 2018. A handout detailing the 2019 planning and budgeting procedure/schedule was presented. Input on budget items are due to Tom Jaster by August 7. A financial model will be sent to the Board by August 14. There will be two budget work sessions on August 21, and Sept. 11. The budget will be approved at the October Board meeting.
 - C. Parks and Trails – Thirty-four members participated in the second session for the parks master plans on June 26, at the Fair Oaks Ranch Country Club. The park architect presented the master plans. Members voted on their top two priorities for each park and submitted written comments. The park architect will use these votes and comments to finalize the master plans.
 - D. Communications – Dee Anna Manitzas has joined the committee as a new volunteer. Trio Marketing will design a new logo and welcome brochure. Jason Smith will be the lead for social media. Nick DiCianni is the project manager for the new website. The minimum viable product (phase 1) of the website is targeted for August 1, but the full launch is anticipated for October 1. The apps will be developed and will require approval by Google/Apple. The TOPS ONE conversion has been deferred to 2019. Beki Hutchison has been working on recommendations for the policy binder. Policies will be discussed at the next Board meeting or at a special meeting.
- V. DISCUSSION/CONSIDERATION ITEMS**
- A. Discussion and consideration to hold future July regular Board meetings on the second Tuesday of the month
 - Motion: Tom Jaster moved that future July regular Board meetings be held of the second Tuesday of the month. Beki Hutchison seconded.
 - Discussion: Since the first Tuesday in July usually coincides with Independence Day, the Board agreed that future July meetings should be rescheduled to accommodate the many people that travel for the holiday.
 - Status: The motion carried with all in favor.
- VI. ANNOUNCEMENTS**
- A. Independence Day, *office closed* – July 4, 2018
 - B. Adopt-A-Highway – July 21, 2018, 8:00 a.m.
 - C. Board Meeting – August 7, 2018, 7:00 p.m.
 - D. Budget Workshop #1 – August 21, 2018, 6:00 p.m.

The meeting adjourned at 7:58 p.m.

Submitted by:


Carolyn Knopf, President

Prepared by:


Jennifer Dubois, Office Manager