

---

**Board Meeting Minutes**

Sept. 20, 2012

**Called to Order:**

The meeting was called to order by President Larry Fortner at 5:40 PM. Other board members present were Bob Jones and Sally Metzger. Steve Kouri from Courtney and Courtney was present.

**Approval of Prior Meeting Minutes:**

July 2012 meeting minutes were reviewed and approved.

**President's Report:**

Homeowner's are reminded that guest parking is restricted to guests for a short duration. Also, while the use of our decks is nice during the summer time, we must be cognizant of excessive noise and govern ourselves accordingly. No open fires are permitted on decks. Only fires enclosed in Bar BQ containers are allowed. The BOD did adopt a change to the Rules and Regulations that better defines what type of fire containers we can have on our decks. This change is now posted on the Woodbridge web page: [www.woodbridgetownhomes.com](http://www.woodbridgetownhomes.com).

The BOD wants to remind all homeowners that an ACC request is needed when doing anything to the outside of the homeowners unit. This includes replacement of windows, landscaping that is on common area grounds, permanent changes to decks, satellite dishes, awnings, etc. Remember, the outside of the unit and ground, driveways, and decks belong to the association and are considered "common property" not homeowner's property.

Brownie has not been able to complete all of the deck refinishing due to illness of his wife. The BOD has approved the hiring of another contractor to complete the job.

The BOD encourages all homeowners to visit the HOA web page as it has a wealth of information that homeowners need to know. The web page is [www.woodbridgetownhomes.com](http://www.woodbridgetownhomes.com). It is kept updated with the most recent meeting minutes and financial reports. Also, all copies of Covenants, By Laws, Rules and Regulations, etc can be found on this site.

The BOD is always looking for new board members. If you are interested, please contact Steve Kouri at Courtney and Courtney or one of the Board Members.

The next Annual Homeowner's meeting will be held on November 13 at 6PM at the Broadmoor Community Church.

**Treasurer's Report:** See attached report.

**Committee Reports:** Landscape Committee – Several areas of our irrigation system have leaks. Well Groom is repairing them as soon as they can. The system is old and breaks occur frequently. As mentioned above, deck painting is being turned over to another contractor. The entire deck will not be painted, only those areas deemed necessary at the time of the review of each deck. Some tree trimming and tree removal will occur in October by Mountain High. Several Aspen trees have died and need removing. Clean-up day has been scheduled for September 22 from 9-Noon.

Architectural Control Committee – One new request was received and approved by the committee.

**Other Reports:** None

**Property Manger's Report:**

Steve is working diligently with the BOD to keep homeowner's up to date on HOA monthly dues. One homeowner was served notice by an attorney whom the BOD has decided to hire since that homeowner is delinquent in paying assessments. That homeowner did miss a payment, so the property will be placed in receivership and monthly rent will be disbursed by the attorney.

Homeowner's are reminded that if they have a renter in their property, it is their responsibility to notify the management company, provide them with a copy of the lease agreement and provide the tenant a copy of the By Laws, Covenants, and Rules and Regulations. The homeowner is responsible for the actions of the tenant and can be assessed fines if the renter commits HOA violations.

**Adjournment:** Meeting adjourned at 6.45PM. The next Board meeting will be in December after the annual meeting. The place and time has yet to be determined.