

Cortina Ridge Property Owners Association
November 12, 2011
Annual Meeting Minutes

The Annual Meeting called to order at 9:15 am by HOA president Hugh Fairfield-Smith. Board members present: Sherri Leigh. Other members present: Randy Rehn, Roy Kline, Janet Kline, Cindy Fairfield-Smith, Jon Whinston., Milton Slepko & Shellie Rosser. 6 properties were represented.

Review of 2010 Meeting Minutes

Randy Rehn made a motion to approve the November 13, 2010 meeting minutes as submitted. Roy Kline seconded the motion. The motion was unanimously approved.

Treasurers Report/ 2011 Budget

The 2011 budget was presented by Sherri Leigh. Currently there is \$1,200 in unclaimed Architectural Design review fees that has been on the balance sheet as a liability. The decision was made to wait one more year to see if the owners come forward to claim this design fee.

The decision was made to add \$1,100 to the budget for the Cortina Ridge sign revegetation.

Jon Whinston made a motion to approve the amended 2011 budget, Cindy Fairfield-Smith seconded the motion.

The motion was unanimously approved.

General Discussion

Fire Hydrate & Rock Wall Maintenance

Fire hydrates maintenance in the winter months was discussed and who is responsible for keeping them snow free.

Hugh Fairfield-Smith said he would write Buffalo Mountain Metro District a letter to address this concern. The rock retaining wall on Lake View Drive was also discussed to find out who is responsible for its maintenance.

HOA Manager/Bookkeeper

Sherri Leigh asked if we need a bookkeeper for the HOA. After a brief discussion, Sherri said she would ask Cindy Bargell & check with a few companies who handle HOA's. The findings will be discussed at next years meeting.

Cortina Ridge Sign

The sign was completed on November 11, 2011. The need for an easement from Cindy and Hugh Fairfield Smith to Cortina Ridge was discussed.

Board Insurance

Cindy Fairfield-Smith said she would get some quotes on Board Insurance. A motion was made by Hugh Fairfield-Smith to get insurance in place for the coming 2012. Cindy Fairfield-Smith seconded the motion and it was unanimously approved.

Appointment of New Board Managers

A motion was made by Shellie Rosser to elect Sherri Leigh to another term, until 2014. Cindy Fairfield-Smith seconded the motion. The motion was unanimously approved.

A motion was made by Hugh Fairfield-Smith to elect Shellie Rosser to the board until 2014. Randy Rehn seconded the motion. The motion was unanimously approved.

Meeting Adjourned: 10:35AM

