

**RED ROCKS SUBDIVISION ASSOCIATION**  
**SPECIAL MEETING MINUTES OF THE BOARD OF DIRECTORS**

**July 26, 2017**

**LOCATION: Hopper, 1421 Windsor Park Drive**

**Call to Order**—Todd called the meeting to order at 4:05 PM

**Members Present:** Todd Busse, Acting President; Melanie Hopper, Secretary/Treasurer; and Christine Sartoris, Community Association Manager

**Previous Minutes** – Melanie moved and Todd seconded a motion to approve Action without Meeting Minutes. Motion carried.

**1<sup>st</sup> Quarter and 2<sup>nd</sup> Quarter Financials** – after review of the financials, Melanie moved and Todd seconded a motion to approve the 1<sup>st</sup> and 2<sup>nd</sup> quarter financials as presented. Motion carried.

Todd noted \$5900 to be moved into the savings to separate the reserve account from operating.

**Roles.** The board reviewed basic roles, responsibilities, and expectations of President/Acting President, Secretary/Treasurer, the Management Company, and the Members. Article in newsletter to highlight responsibilities of each.

Board meetings will be quarterly and financials will be presented monthly to the board. Board will take action without meetings if the need arises.

**Irrigation**

- Emergency Procedure—the board determined the call tree for irrigation emergencies. Adam Hopper, Todd Busse, Melanie Hopper and Christine Sartoris. Christine needs contact numbers for emergency call tree.
- Board briefly discussed some of the aspects of the irrigation system that needs to be improved to help with consistent delivery of water. Items under consideration include—air relief valve, overall design, watering schedule, clean out, and an irrigation committee.
- Todd attended a meeting July 18 with the members of the Compton lateral. There will be benefits to all water users and the USDA would be involved. The discussion centered around incorporating like the Palmer lateral. Todd will provide more information as it becomes available.

**Website, E-Alerts, Website & Facebook Interface** Melanie and Christine will begin dialogue to integrate the website with the Facebook page. First newsletter will be mailed to all residents, and we will start collecting as many emails as possible. The goal is to provide information and send invoicing electronically, which would save the Association money and would allow more timely communication with members.

**Newsletter Review**—ideas provided for other articles.

**Call for Volunteers** – Board discussed open positions, one on the Board of Directors and the need for an Architectural Review Committee.

**2018 Budget & October/November Annual Meeting** -- Look to early November for the Annual Member meeting and to hold at the Civic Center.

**Association Records.** Christine requested all or any Annual and Board Meeting Minutes since the beginning of the Association.

**Delinquent Accounts**—Christine and Melanie with review accounts via conference call.