

Agenda

Cherry Creek Village North Civic Association, Inc.

January 14, 2020 Board Meeting | 7:00 - 8:00pm
Host: Jeff Denchfield | Location: 9132 E. Tufts Circle

Board of Directors

Jeff Denchfield, President | Katie Kleeman, Vice President | Sherry Blim, Treasurer | Lisa Piantanida, Secretary
Lesley Geraci | TJ Gordon | Henry Gardiner | Johanna Lewis | Erin Meyerhoff | Julia Miller

7:00 - 7:05	Approve November & December 2019 board meeting minutes	Jeff Denchfield
7:05 - 7:10	Election of Executive Officers	Jeff Denchfield
7:10 - 7:15	Treasurer's Report	Sherry Blim
7:15 - 7:25	ARC Report	Paul Oppegard
7:25 - 7:35	CRC Report	Henry Gardiner
7:35 - 7:45	Old Business <ul style="list-style-type: none">• 2020 Social Events• Landscaping Plan for Neighborhood Entrances	
7:45 - 8:00	New Business <ul style="list-style-type: none">• Winter Newsletter<ul style="list-style-type: none">○ Topics & Preparation○ Advertising• Storage Unit• Website Updates & Creation of Neighborhood Information Database	
8:00	Adjourn	

2020 Board Meeting Dates & Hosts

- February 11 - Katie Kleeman
- March 10 - Julia Miller
- April 14 - Lisa Piantanida
- May 12 - Paul Oppegard
- June 9 - Johanna Lewis
- July 14 - TJ Gordon
- August 11 - Lesley Geraci
- September 8 - Sherry Blim
- October 13 - Henry Gardiner
- November 10 - Erin Meyerhoff
- December 8 - Annual Meeting at Hope Church

Official Minutes

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Board of Directors

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Lesley Geraci | TJ Gordon | Henry Gardiner | Johanna Lewis | Erin Meyerhoff | Julia Miller

In Attendance: Jeff Denchfield (President), Lisa Piantanida (Secretary), Johanna Lewis, Lesley Geraci, TJ Gordon, Henry Gardiner, Paul Oppgaard, Gareth Smith

Minutes Submitted By: Gareth Smith

Date Submitted: February 11, 2020

MOTIONS & DECISIONS

#	Made By	Motion	Decision
1	Lisa / Johanna	Approve November & December 2019 Board Meeting Minutes	Passed
2	TJ / Henry	Elect Executive Officers: Jeff Denchfield (President), Katie Kleeman (Vice President), Sherry Blim (Treasurer), and Lisa Piantanida (Secretary)	Passed

Meeting Called to Order at 7:05 pm.

Motion to approve November & December 2019 Board Meeting Minutes

- Made by: Lisa
- Seconded by: Johanna
- Decision: Passed

Election of Executive Officers

- Nominate the same 4 executive officers as last year; keep executive board as is.
- Motion to elect made by: TJ
- Seconded by: Henry
- Decision: Passed

Treasurer's Report: Jeff Denchfield. (See Addendum)

I. 2020 Dues

- 65 Residents have paid 2020 dues so far. More than 1/3 of homeowners!

II. Possible use of Surplus Funds

- Consider earmarking some funds from surplus for fixing monuments & cut-through wall.
 - Henry has previously spoken to an architect who had proposed a few options:
 - Repair
 - Replace - around \$20,000 (or much more, depending on design)
 - For now, keep an eye on the wall and see if repairs will be necessary

CRC Report: Henry Gardiner.

- Nothing new to report.
- CRC submissions made through website reports have been going to Anne Egan and should be switched to Sherry B.
 - Gareth should follow up with Dan H. on this

Old Business

I. 2020 Social Events

- 14 Social Event Ideas for 2020 -- There's some strong interest in hosting various events right now. Let's try for a range of events in order to involve everybody in the neighborhood.
 - Lesley & Julia are doing Cinco de Mayo
 - Julia & Mike Miller, Christine Garcia, Sharon & Paul Oppgaard -- Flamingo Friday
 - Doug & Kathy Hepola -- Halloween
 - David & Jen Page -- Adult Holiday Party
 - Johanna -- Hayrides & Carols (??)
- No hosts found yet for: Spring Fling, Gardening Party, 4th of July, Back to School Ice Cream Social, Movie Night.
- Budget:
 - Board has scaled back expenditure for parties. How will increased number of events be funded?
 - Some of them require minimal funding (e.g., Flamingo Friday is BYOB)
 - Apply some of last year's unused funds?
 - Katie & Lisa should draw up a rough budget for some of these events so Board can consider at February meeting.

II. Landscaping Plan for Neighborhood Entrances.

- Should we consider replacing annuals with perennials?
 - Dean Goss should be consulted. He has some concerns about weeding, and trimming / maintenance.
 - See if he can attend February meeting to discuss possibilities
 - Is there a way to plant something that will have some green throughout the winter?

III. Neighborhood Entrances

- The holiday decorations at the neighborhood entrances were beautiful. A HUGE thank you to the Opegards for all they did on this!

New Business

I. Winter Newsletter

- Procedure: Gareth will write.
 - Would happily welcome ideas for content and/or writing contributions.
- Format: can change.
 - Decrease the # of pages?
 - Change the front page design.
- Ask residents to contribute to newsletter / advertise.
- Include as many neighbors as possible.
- Topics
 - “Stay Connected” Section
 - Website Address
 - Contact Info
 - How to get added to email blasts
 - Facebook
 - Join & Post
 - Feature a long-time neighbor, new neighbor
 - Proposed party list / Hosts needed
 - Meet-Up groups
 - Entertainment schedule: Reservoir; Crescent Concerts
 - Fun facts about our neighborhood
 - One of our residents has a bomb shelter
 - Aerial photos of the neighborhood
 - What former residents are doing now
- Advertising
 - New Procedure: Advertisements need to be submitted & paid for in advance of the newsletter in order to be included. \$25/newsletter, \$60/year
 - Gareth will reach out to former advertisers and also mention in CCVN email.

II. Storage Unit

- Let's keep the one we have. The size is good for current supplies & holiday decorations.
- Board agrees that obsolete items can/should be cleared out.
 - Gareth will start the process and should reach out for some assistance in decisions about what to offload.
- Unit needs shelves.
 - Home Depot has shelves on sale. Craigslist is another option.
 - Get quality shelves on wheels
- Henry would be happy to help build something to hang the wreaths.

III. Website Updates & Creation of Neighborhood Information Database 7:51

- Jeff: we would like to update the website to make it look better and more functional / automated.
- Might make most sense to start fresh rather than trying to overhaul the current website.
 - We should consider hiring somebody to do this work. Gareth should ask in the winter newsletter if there's interest in working on it. If not, maybe hire someone.
 - Talk to Dan H. before starting this process
- We should begin to develop a database for tracking all homeowners / residents; contact information; ARC applications; CRC issues.
 - One possibility is just to make individual folders in Google Drive for each address and share access / save everything there.
 - If any board member has ideas on how to implement / what should be included, please let Gareth know.
 - Maintenance to keep this current can be challenging; will need to develop a system for it.

ARC Report: Paul Oppegard.

- Just one application for solar panels (McKeever). Will be quite noticeable, but should be approved.
 - They will need a permit from GV.
- Nestor Ramirez might join this committee.
 - Paul will connect with him to see if he still has interest.

Final Question:

Does the Board meet too often? 12 meetings / year might be too many.

- Board members (individually or in a group) could do many things between the meetings.
- Correspondence could be done by email.
- Discussion of this question tabled until next month.

Meeting adjourned at 8:17pm.

ACTION ITEMS

#	Owner	Action Item	Due Date
1	Gareth	Switch recipient of CRC reports submitted through website: should go to Sherry and not Anne	ASAP
2	Gareth	Find old social pamphlet for event ideas	Before February Meeting
3	Katie & Lisa	Consider budget amounts for additional social events	Before February Meeting
4	Jeff	Invite Dean Goss to next meeting to discuss landscaping	Before February Meeting
5	Gareth	Mention in a future neighborhood email -- Looking for people to submit contributions / stories for upcoming newsletter -- Neighbors are invited to advertise in the newsletter	Next CCVN email

CARRY-OVER ITEMS FOR NEXT MEETING

#	Description
1	Consider the schedule for Board meetings; discuss whether they should happen less frequently.

Addendum

Cherry Creek Village North Civic Association Inc.			
Income Statement			
For the Months of January through December 2019			
Accrual Basis			
			Jan - Dec 2019
Ordinary Income/Expense			
Income			
	CY Homeowners Dues		28,480.00
	Other Income		2,537.62
	Total Income		31,017.62
Expense			
	Administrative		6,978.00
	Awards & Prizes		281.42
	Annual Meeting Costs		138.33
	Depreciation Expense		986.04
	Dues/Discounts (Directory/Hosts)		705.00
	Entrance Maint./Public Service		1,336.05
	Gardening Expense		1,072.42
	Insurance Expense		2,629.05
	Legal Fees		198.00
	Newsletters		4,026.13
	Postage/Supplies/Copies		542.60
	Social Events		2,831.35
	Storage Expense		1,560.00
	Website Expense, Hardware, & Software		622.08
	Total Expense		23,906.47
Net Projected Income / (Loss) for 2019			7,111.15

Cherry Creek Village North Civic Association Inc.				
Financial Report				
As of 1/11/2020				
Accrual Basis				
			Year-to Date	Full Year
			1/11/2020	2020 Budget
Income and Expenses				
	Income			
		CY Homeowners Dues	23,750.00	23,750.00
		Interest Income	0.00	0.00
		Advertising Income	0.00	0.00
		Late Fee Income	0.00	0.00
		Other Income (transfer fees/homeowner assessments)	600.00	2,000.00
	Total Income		24,350.00	25,750.00
	Expense			
		Administrative		6,500.00
		Annual Meeting Costs		150.00
		Awards and Prizes		200.00
		Depreciation Expense	82.17	1,000.00
		Dues Discounts (directory & hosts) *From 2018 ho	625.00	500.00
		Entrance Maint./Public Service	46.24	550.00
		Gardening Expense		2,500.00
		Insurance Expense		2,500.00
		Legal Fees		500.00
		Newsletters		4,000.00
		Postage/Supplies/Copies		750.00
		Social Events		4,100.00
		Storage Expense		1,600.00
		Website Expense, Hardware, & Software		750.00
	Total Expense		753.41	25,600.00
Net Income			23,596.59	150.00
Assets and Liabilities				
ASSETS				
	Current Assets			
	Checking/Savings			
		Key Savings - Checking	11,584.84	
		Key Savings - Savings	33,302.95	
	Total Checking/Savings		44,887.79	
	Total Accounts Receivable		19,740.00	
	Total Current Assets		64,627.79	
	Fixed Assets			
	Fixed Assets			
		Entrance Monuments	38,454.35	
		Entrance Monuments - Accum Depr	-12,847.54	
	Total Fixed Assets		25,606.81	
	TOTAL ASSETS		90,234.60	
LIABILITIES & EQUITY				
	Equity			
		Retained Earnings	66,638.01	
		Net Income	23,596.59	
	Total Equity		90,234.60	
TOTAL LIABILITIES & EQUITY			90,234.60	