

**THE COURTYARDS AT MIRAMONT P.U.D. COMMUNITY ASSOCIATION
BOARD MEETING MINUTES
January 2, 2016 - 6:00 p.m.
Poudre Property Services, 706 S. College Ste 202**

CALL TO ORDER/ESTABLISH QUORUM – The meeting was called to order at 6:30 pm. A quorum was established as board members were present as follows: Jamie Burns, Randy Gorby, and Nick Myers. Sandra Oldenburg attended from Poudre Property Services.

HOMEOWNER FORUM – None were in attendance

APPROVAL OF THE MINUTES – The Board reviewed the minutes from the November 30, 2015 Board meeting. Jamie motioned to approve the minutes as written and the motion was seconded by Nick. Motion passed unanimously. The Board also reviewed the minutes from the prior year annual meeting. There were a couple of corrections on the minutes. Once corrected the minutes will be included in the annual meeting notice. The Board would also like to review the annual meeting packet prior to it being mailed out.

FINANCIAL REPORT – The financials for November 2015 were reviewed and accepted. There is currently one member who is past due and notice have been sent to the owner for payment. The Board reviewed the 2016 proposed budget. Upon review, a motion was made and seconded to approve the budget as presented. Motion passed.

COMMITTEE REPORTS

ACC – None

Reserve – None

Communications/Social/Nominating – Jamie reported on the holiday part details.

BOARD DISCUSSION

Annual Meeting – The Board would like to bring refreshments to the annual meeting. Such refreshments like water and cookies will be provided by the HOA. The Board would also like to have a dry run at the meeting room prior to the annual meeting. PPS will email availability to meet with the Board members.

ADJOURNMENT – There being no further business to discuss, the meeting adjourned at 7:35 pm.

Respectfully submitted,

Sandra Oldenburg, Community Manager