



**Board Meeting Minutes**  
December 4, 2012

**I. Call to order**

Cheryl Jacobson called to order the meeting of the **Broadmoore Estates Board of Directors** at **6:30 pm** on **December 4, 2012** at the Hayden Public Library.

**II. Roll call**

Voting persons present: Cheryl Jacobson, Barbara Baker, Eric Schoutens, Paul Roat and Gina Ruggiero. Guests included David Herrmann and Irene Roat.

**III. Review**

Cheryl Jacobson requested all to review Minutes of August 14, 2012. Motion to "Approve Minutes" by Eric Schoutens. Second by Paul Roat. Approved by unanimous vote.

**IV. Committee Reports**

Neighborhood (Eric Schoutens) - The picnic went well. Had a few more attend than last year. The newsletter and invoices for annual HOA Dues will go out at same time and we will save about \$300. Also the Neighborhood committee is in the process of getting more local businesses to sign-up for coupons so that it can be attached to the newsletter, instead of placing on doors, for the holiday season.

CC&R (Paul Roat) - The Committee is going out every 2 weeks to check for violations. As of today, it has been going really well. The committee has seen lots of improvements and deductions of violations. The committee will do one more drive-by before the year's end.

**V. Old Business**

**Termination of Attorney Services**

No new information from HOA on terminating Attorney. Gina Ruggiero will contact the HOA for more information.

**VI. New business**

- a) Procedure of responding to violation letter questions - Heather at HOA should be responding to the complaints. Heather should bcc the response to board members.
- b) Letter to board of Directors – Cheryl Jacobson has resigned from the Board of Directors effective 8pm on December 4, 2012. Motion to "accept letter of resignation of Cheryl Jacobson" by Eric Schoutens. Second by Gina Ruggiero. Approved by unanimous vote.
- c) Determination of Board of Directors 2013 - Eric Schoutens will step forward as intern President. Paul Roat will serve as intern Treasurer and secondary signer of checks. Cheryl Jacobson will transfer all documents to Eric Schoutens. Motion to "accept Eric Schoutens as intern President and Paul Roat as Treasurer and secondary signer of checks" by Barb Baker. Second by Paul Roat. Approved by unanimous vote.

## VII. Adjournment

Motion to “adjourn the meeting at **7:32 pm**” by Eric Schoutens. Second by Gina Ruggiero. Approved by unanimous vote.

Minutes submitted by: Tricia Schoutens