

**SUMMIT VIEW MEADOWS HOA  
MINUTES OF BOARD MEETING**

**DATE: November 22, 2015      TIME: 5:00 PM      PLACE: Home of Board President**

**Directors Present:** President Tracy States, Secretary Cheryl Gilmer

**Directors Absent:** None

**Others Present:** Mr. States.

**Notice of Meeting:** Email notice by President Tracy States.

**Determination of Quorum:** All board members present.

**Call to Order:** President Tracy States called meeting to order at 5:10 PM.

**Minutes of Prior Meeting:** No minutes read.

**Financial Report:** All but two homeowners are current with the HOA dues. The board discussed the excessive water bills for the common area. Problems have been resolved.

**President's Report and New Business:** Letters to all homeowners announcing the HOA Annual Meeting will be mailed immediately which will be held December 8, 2015 at 6:00 PM at the Clifton Branch Library large meeting room at 590 32 Road, Suite F, in Clifton, CO. President presented secretary with a copy of the letter announcing the annual meeting and the 2016 budget that will be mailed to all homeowners. The president and the secretary have agreed to volunteer as board members for another year.

**Adjournment:** President Tracy States moved to adjourn the meeting at 5:30 pm. Secretary Cheryl Gilmer seconded the motion. The motion was unanimously carried.

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