

AMERICANA TOWNHOME ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING NOVEMBER 18, 2015 MINUTES

I. CALL TO ORDER

A Board of Directors Meeting of the Americana Townhome Association, Inc. was held on November 18, 2015. The monthly meeting was called to order at 6:29 pm in the Lowry Room of the Aurora Municipal Building located at 15151 East Alameda Pkwy, Aurora, CO. Board Members present were Lotus Alexander, Anissa Ostermiller, Linda Heersink and Sonja Pridmore. Board member Monica Tillman was not present at this meeting. Jean Ronald, CMCA, AMS was present representing Weststar Management Corp.

II. OWNER FORUM/OWNER HEARING

No owners were present at this meeting.

III. APPROVAL OF MINUTES

October 28, 2015 Board Meeting Minutes – Following review of the October 28, 2015 a motion was made by Anissa Ostermiller and seconded by Sonja Pridmore approving this set of Board Meeting Minutes as presented for the record. All Board members present voted in favor and the motion was passed. This set of minutes will be posted on the Association website for viewing and download.

IV. FINANCIAL BUSINESS

Monthly Financials – The October 31, 2015 Financials were presented and reviewed for the records. This monthly set of financials was accepted by the Board.

Delinquent Accounts/Attorney Status Report – The October 31, 2015 Aged Receivable report was reviewed in detail.

Draft Audit For Year Ended December 31, 2014 – The draft audit for the year ended December 31, 2014 prepared by Olson, Reyes & Sauerwein, LLC CPAs budget was reviewed and discussed. A motion was made by Anissa Ostermiller and seconded by Sonja Pridmore. All Board members present voted in favor and the motion passed. The representation letter was signed by the Board and Management.

Tax and Audit Preparation For Year Ending December 31, 2015 – A motion was made by Anissa Ostermiller and seconded by Lotus Alexander approving the engagement letter for tax and audit preparation for the ending December 31, 2015 at a cost of \$2,600. All Board members present voted in favor and the motion passed.

V. OLD BUSINESS

Roof Inspection/Insurance Claim – It was reported that Seneca Insurance informed that following onsite inspections there is no evidence for a hail damage claim. A written report is expected for the records.

Prairie Dog – Aurora Open Space - Update – For the records, the City of Aurora was provided with the Americana membership list and management will reach out to know when the City Open Space mailing is expected.

Lighting Maintenance – It was noted that The Electrician completed trenching/repairs to the main light along S Memphis. Indian Summer Landscaping will be instructed to check all back fencing lighting.

VI. NEW BUSINESS

December Fall 2015 Newsletter – An article reminding owners to remove outdoor hoses from the exterior water taps in anticipation of the winter weather will be added to the draft newsletter presented. This edition will be mailed out to all owners end of November.

Architectural Review Request – A motion was made by Lotus Alexander and seconded by Anissa Ostermiller approving the installation of new windows at 16201 #G.

Other – It was the general consensus of the Board of Directors to review the Rules and Regulations at the January 2016 monthly meeting. In addition, owners with offsite addresses will be sent a general letter requesting updated lease information in an effort to update the rental information and contacts.

VII. CORRESPONDENCE

Correspondence was reviewed.

VIII. ADJOURNMENT

There being no further business, a motion was made by Anissa Ostermiller and seconded by Lotus Alexander to adjourn the meeting at 7:40 pm.

Approved by Anissa Ostermiller date 1/27/16