

The Highline Club
Board Meeting Minutes of November 7th, 2007

Board Members present: Steve McBride, Jerry Arndt, Nick Kontas, Jackie Havel, Rick Moss.

Weststar Management Company representatives present: Nickie Greco, Tracey McGee

Unit Owners present: Adele Linneman (16), King Bare (21), Phil Faulkner (29), Audrey Coggeshall (2), John Winston (38), Anet Chavez (38), Jack Gehrke (40), Deb Chelemes (40), Norm Kushner (33), Sharon Mohr (60), Diana Stevens (15), Roseanne Rehn (17)

The meeting was called to order at 6:34 pm by the president of the Board, Steve McBride.

The minutes of the September 12th, 2007 Board Meeting were presented and approved as presented.

Ongoing Business:

Financial Report: Discussion of the financial reports was postponed until such time as the completed financial reports were received from the management company. Jerry reported that full and final payment has been made to contractors for the street and curb work however those amounts were not shown fully in the financial reports received to date.

Landscaping Committee Report: Deb Chelemes (40) requested that the management company contact Swingle Tree Service to examine certain trees which seem to be diseased or otherwise challenged. Deb reported that the removal of the diseased Scotch Pine behind Unit 19 should proceed.

By-Law Voting: President Steve McBride reminded all attendees to please return the ballots for the vote to approve the updating of our By Laws. He also asked Nickie Greco to keep a list of those returned from homeowners.

Deck Repairs: Rick Moss (31) reported that repairs to or replacements of sagging rear patio decks at units 20, 21, 17, 26, 27 and 31 are proceeding and that work to Unit 21 is nearing completion. Unit 20 will be next in line.

Painting Touch Up Work: Rick Moss reported that painting touch up work should be done before the end of the month. Jack Gherke (40) asked about touch ups to owners' privacy fences and who should be paying for those touch ups. The board responded that it is the individual homeowner's responsibility to keep their privacy fences in good condition.

Management Company Report - Action Items:

1. Management Co representative Nickie Greco reported that the bookkeeping report detailing all expenses from the reserve account would be done before the end of November.
2. Jerry Arndt (19) and Nickie Greco met with CentiMark Roofing Co. on Nov. 6th to discuss invoices and roofing issues on units 7 and 23. CentiMark is scheduled to return Nov. 9th to inspect the roofing bubble at Unit 7 and the skylight leaks at Unit 23.
3. Nickie Greco will schedule gutter cleaning ASAP.
4. Tree and plant removals are currently scheduled behind Unit 13, between Units 5-6, behind Unit 25 and near two pine trees on the West side of Unit 17.
5. Hot tub repairs: A second opinion might be needed about what should be done so that the hot tub works better. In addition, Jerry Arndt (19) reported that he has the hot tub cover ready to install.

The Homeowners' Forum was held and questions concerning homeowners' responsibilities were discussed.

New Business: Questionnaires are ready for anyone wishing to run for the one board position available for 2008. The questionnaire should be returned to the nominating committee by December 31st.

At 7:56pm the meeting was adjourned to Executive Session.

Items discussed:

1. A draft letter to Unit 29 Homeowner is being prepared concerning the installation of non-conforming windows and requested his proposed response to the board's request to remove the non-conforming windows. The board will be requesting that Phil Faulkner submit his plans by Dec. 1, 2007.
2. A draft letter to Unit 17 Homeowner is being prepared concerning his agreement to remove the park bench and shrubs from the common area.
3. A draft letter to Unit 38 Homeowner is being prepared directing that he not contact HOA contractors during their work and fining him \$50 for interfering with J&P Roofing's work during the replacement of the shingled roofing on Units 35-39.

End of Minutes.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Rick Moss', with a stylized flourish extending to the right.

Rick Moss, Secretary