

The Highline Club
Board Meeting Minutes of February 13, 2008

Board Members present: Rick Moss, Nick Kontas, Jerry Arndt, Jackie Havel, Judy Damas

Weststar Management Company representatives present: Nickie Greco

Unit Owners present: Roseann Rehn (17), Anet Winston (38), Audrey Coggeshall (2)

The meeting was called to order at 6:34 pm by the President of the Board, Rick Moss.

The minutes of the January 23, 2008 Board Meeting were presented and approved.

Ongoing Business:

Financial Report: Jerry Arndt presented preliminary spreadsheets results for January. Fiscal year end 2007 books are close to being closed after some line-item revisions to re-categorize some expenditures. The Budget for 2008 has not yet been approved.

Landscaping Committee Report: No landscape items were reported.

Management Company Report – Action Items:

1. All previous action items from the January 23, 2008 meeting have been completed.
2. The Weststar accountant has resigned. A new interim accountant is in place and will assist in the transition for as long as necessary after a permanent accountant is named.
3. Jerry Arndt requested additional documentation be secured as part of the refinement of the work order protocol. Work requests shall be submitted in writing to Nickie Greco. No vendors will be called until the Board has had an opportunity to assess the request. If deemed appropriate a Work Order will be issued and normal tracking processes shall ensue.

Homeowner's Forum:

1. Audrey Coggeshall (2) reported that interior repairs on the damage caused by her roof leak has not yet been completed. As part of the tracking process Audrey was asked to email Nickie regarding this issue.
2. Audrey Coggeshall (2) has done research on potential door replacement standards. It was determined that the Board shall conduct a work session to determine a go-forward process on developing standards regarding such items as (but not limited to) doors, windows, etc.
3. Roseann Rehn (17) reported that the front steps of her unit need repair. Rick Moss reported that this item is already on the list of maintenance items that will be considered.
4. Jackie Havel (13) reported that repair work on the her front steps was needed. She was instructed to email Nickie Greco to request a work order.
5. Anet Winston (38) inquired about the replacement of the dead tree behind her unit and about who will make the final decision about what will replace it. Rick Moss suggested a Landscaping plan be developed for that general area and reported that the Landscape committee will make the recommendation. Input from the affected surrounding homeowners will be considered. The Board will make the final decision.

New Business:

1. A schedule of legal fees for 2008 was received from our attorney. No Board action was required. Fees will be billed as incurred.
2. Roof leaks were reported on the North sloping roofs of several units which I assumed to be primarily the result of ice-damming in the gutters draining those sloped roof sections. Discussion centered on prevention of future occurrences and liability for interior damage. Due to the severity of damage incurred, the Board recommended installing heat tape on the gutter of Unit 13 as a test case to determine if this is a potential remedy to prevent future occurrences. The liability discussion was tabled to further review of insurance policies and legal interpretations.
3. Committees. There was discussion regarding the establishment of new committees to address such issues as: Rules and Regulations Standards for architectural modifications i.e. windows and doors, Realtor Open House, etc. The Board will convene work sessions to discuss each of these in more detail.

At 8:40 pm. the meeting was adjourned to Executive session

Respectfully submitted



Jackie Havel