

The Highline Club
Board Meeting Minutes of August 13, 2008

Board Members present: Jerry Arndt, Judy Damas, Nick Kontas, Jackie Havel, Norm Kushner

Weststar Management Company representatives present: Nickie Greco

Unit Owners present: Diana Stevens (15), Jack Gherke (40), Sharon Mohr (60), Rebecca Gregg (3), Joan Sussman (46), Audrey Coggeshall (2), Bob Ibbotson (1)

Homeowner's Forum:

- Jack Gherke (60) suggested the Board communicate to the community regarding:
 - Responsibility for repair/replacement of patios/decks and that a firmer stance be taken regarding HOA payment for such items.
 - Clarification as to what is homeowner "owned" versus HOA controlled? Ie. Border areas and common areas.
- Bob Ibbotson (1) requested a copy of the HOA Insurance and requested an inspection of the gutters behind Unit 1 due to the recent water infiltration.
- Audrey Coggeshall (2) asked how frequently the gutters are cleaned. The gutters are to be cleaned twice a year.
- Sharon Mohr (60) requested another inspection of her border area and asked that it be repaired/replaced. She was told that the Board will again review the situation but recent storm damage requires will likely have priority over this project.
- Rebecca Gregg (3) requested one length of siding for repair on her Unit. She will be billed for the siding.

Norm Kushner was unanimously appointed to serve out the remaining term of Rick Moss.

The meeting was called to order at 7:25 pm by the president of the Board, Jerry Arndt.

The minutes of the July 8, 2008 Board Meeting were presented and approved.

Financial Report: Jerry Arndt reported that after a mid-year informal audit all appears to be in order with only minor revisions and reclassifications. The discretionary funds budget of \$53K has \$40K spent or committed, \$4K under evaluation leaving \$9K available. Non-discretionary funds are ahead of budget. Reserves are also in line.

Management Company Report – Action Items:

- Unit 25. Stump grinding equipment cannot reach the tree; therefore chemicals may need to be used to kill the root structure. Nickie to acquire bid.
- Lighting. Nickie to solicit bids for someone to replace outdoor lights on a routine and as needed basis. Dianna Stevens (15) suggested that all bulb replacements be made with like wattage and brightness to assure consistency throughout the community.
- Nickie was asked to inspect lights in the back parking lot and the pool area lights and recommend appropriate action.
- Nickie was asked to review governing documents to determine HOA or Owner responsibility for carpenter ants, wasps, bees etc.

Committee Reports:

- Landscaping Committee Report: Diana Stevens (15) presented the report in lieu of Chairperson Deborah Chelemes (40) who was not present.
 - Unit 56. The bench and trellis and other personal objects need to be removed from the border and common areas. A letter was to be sent.
- Architectural Control Committee (ACC): A committee is in process of being formed with a target completion by the end of August. The Board will provide overall objectives/expectations to the newly formed Committee.

Ongoing Business:

- Units 43 and 44. Motion to complete minor deck membrane repairs as outlined in 7/17/08 report from J&P was unanimously approved, Nick Kontas abstained.
- Unit 13. Deck membrane replacement work was not acceptable. J&P to review.
- Units 6,9,15,17. Nickie to schedule time with J&P to assess and recommend deck membrane repair or replacement requirements.
- JBK proposals
 - Unit 25. Work order will not be signed until homeowner signs documentation accepting responsibility for the cost to remove the tree inside the patio area and restore the border back to the original state. A second letter will be sent to Unit 25 with a timeline for completion.

- Unit 48. Letter to be sent to homeowner to restore to original state at homeowner expense or clean it to Landscape committee standards and communicate to new owners that the it will be deemed an altered border and will therefore be the new owner's responsibility for maintenance.
- Unit 56. No action to be taken on border restoration until the Board can review any letters sent to the homeowner,
- Steps.
 - Units 2 and 57. Waiting for homeowner's decision to upgrade. If either one or both decide not to upgrade then a motion was made to accept the bid from Bertram do the scrape and paint with the correct formula for \$450/unit. Unanimous.
 - Unit 59 Motion to accept Bertram bid and work with correct paint formula. Unanimous.
- Mediation Unit 29. A new mediator will be selected. Judy Damas to determine the process for selection and approval.
- Interior repairs
 - Units 13, 15, 49. Motion to accept bid from Bertram for repairs. Jackie, Nick, Jerry, Norm approved.
 - Unit 46. Motion to approve actual cost up to \$450 for Hawkins to do the repairs. Jackie, Nick, Jerry, Norm approved.
- Carpet. Tabled.
- Ice Guard. This agenda item was not discussed because it was approved at the July meeting.
- Unit 38 ACC. Not approved pending completion of conditions to include indemnification agreement.

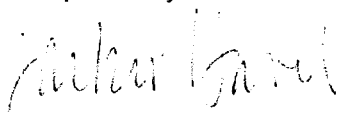
New Business:

- Tree Care. Tabled until it can be determined if it is Unit 35 or 37.
- Unit 15. Deck membrane replacement was approved in July. Only work order signature required.
- Roofing company needed to inspect Unit 40, 41, 43, 44, 60.

The meeting adjourned at 9:37 pm and went to Executive session.

- Unit 60. Norm Kushner volunteered to purchase and install bark in the border.
- No decision was reached regarding assumption of the role of Treasurer of the Board.

Respectfully submitted.



Jackie Havel, Board Secretary