

The Highline Club  
Board Meeting Minutes of September 10,2008

Board Members Present: Jerry Arndt, Nick Kontas , Norm Kushner

Weststar Management Company Representative present- Nickie Greco

Unit Owners Present- Bruce Jensen(3),Diana Stevens(15),Joe Lucente (37) Jack Gherke(40) Tom Shahanazarian(47)

**HOMEOWNERS FORUM:**

Sharon Mohr (60) Requested that the Drainage Pans be looked at adjacent to unit 60, not draining properly.

Tom Shahanazarian (47) Inquired about status of his emails to the management company re: front step replacement, requesting details on materials and cost reimbursement by the HOA.

Tom also questioned if gutter cleanout project , was Board approved , if so why community was not notified of work ahead of time.

Jack Gherke (40) Inquired about the status of mediation of Phil Faulkners windows.

Joe Lucente (37) Inquired about the status of interior repairs due to water intrusion (not most recent 2 rainfalls) .Nickie to research and report to Board.

Bruce Jensen (3) Requested information on Paint color details, Nickie to provide the homeowner with information.

Meeting was called to order at 7:00pm by president of the Board Jerry Arndt.

The minutes of the August 13<sup>th</sup> meeting were presented and approved .

**FINANCIAL REPORT:**

Jerry Arndt reported due to unexpected costs, the Board needs to place close attention current and future action items.

Jerry requested Nickie work up 2008 actuals vs 2009.

**MANAGEMENT COMPANY REPORT ACTION ITEMS:**

- Ross Tree company has investigated beetle Kill at adjacent golf course, see proposal 08/25/2008 Board has requested findings be sent to Landscape committee for their consideration and suggestions. It was also suggested to

reconfirm type of beetle, the golf course is dealing with. Proposal tabled at this time.

- Lighting, Nickie has received bids from 2 companies for outdoor lighting repair and maintenance, this item is tabled and under further consideration.
- Unit #3 Siding replacement, please deliver to homeowner J&P has cost.
- J&P Roofing , Nickie will schedule meeting with Warren to discuss details on all inspections performed to date. Also discuss assessment/proposals dated 09/08/2008 for (units 6,9,15,57 and 60)deck membrane repair or replacement.
- Recommended repairs to 43,44 Deck repairs were approved at last meeting.

-WESTERN , Nickie to followup on paperwork for Bldg #4 inspections.

IMPORTANT- We get clarification/status of all work with Western to date, to get a clear understanding of where we stand. To determine if work has been done on units without prior Board approval?

Gutter work- Jerry voiced concerns if gutter cleanout has been done without attention to downspouts, need to review concerns with Western.

#### **COMMITTEE REPORTS:**

##### **Landscape Committee Report:**

- Status of violations letters to homeowners. Nikie will check on status of letters with Jackie. Per Jackies email Dated August 18th, she was going to take lead on this.
  - Border installations-
  - Unit # 13 Per homeowner, work to be completed by Sunday September 14,2008 .
  - Unit #16 border rework by JBK and rose bush removal.
  - Unit #17 boarder installation.
- \*\* Both are delayed due to Pending issues with Unit #17, JBK's intention is to do work on both units at the same time.**
- Pool Closure/ Pool furniture -- Deb and Jack to winterize/ store pool furniture 09/15/2008.
  - Unit 60 Norm purchased 10 bags of Large bark for border refresh, installation pending.

### Architectural Committee Report:

- Committee selection process, still under way should be complete by September 19<sup>th</sup>, per Nick.

### ONGOING BUSINESS:

- Unit 37 Aspen Tree Removal, proposal from JBK Landscaping 09/19/2008, reviewed by Board members was approved. Nickie will follow up with JBK on stump removal with chemical.
- Unit 25 tree removal, Jerry will contact Mike.
- Units 30 and 34 gutter installation over front doors, Board to review costs in proposal from J&P, 08/18/2008.
- Units 30-34 Schedule meeting with Warren to run through punch list of sloped roof installation.
- Unit 29 Mediator selection process ongoing.
- Light fixture replacements (3) in pool area, proposal from Full Spectrum lighting 09/08/2008, has been approved.
- Lighting maintenance contract , 2 proposals being reviewed by the Board, further action tabled at this time.
- Unit 52 Sky light replacement, proposal received from Centimark , action tabled at this time. Jerry to take lead on this.
- Walk through with Pete (seal coat) scheduled for Saturday September 20<sup>th</sup>, Jerry, Norm and Nick to attend. Nickie to confirm date and time of walk through.
- Still no decision reached regarding the assumption of the role of Treasurer of the Board.

### NEW BUSINESS:

- Weststar Contract is up for renewal, Nickie will email copies of proposed contract to all Board members for review. A decision is to be made by next meeting.
- Unit 17 Nickie will contact JBK to determine if seasonal time frame would be an issue, with sod repair/ watering in commons area behind the unit. Board will then determine next course of action.
- Board considering changing the monthly Board meeting to the third week of the month. Nickie is verifying no conflicts with her other monthly meetings.

The meeting adjourned at 9:00 pm

Respectfully submitted,

Norm Kushner on behalf of Jackie Havel , Board Secretary

