

The Highline Club
Board Meeting Minutes of November 19, 2008

Board members Present: Jerry Arndt, Nick Kontas, Norm Kushner, Jackie Havel

Weststar Management Company Representatives present: Nickie Greco

Unit Owners present: Pete and Carolyn Englekton (39), Joe Lucente (37), Rebecca Gregg (3), Pat McCahill (42), Bil Butler (33), Richard Pfeffer (17)

Home Owners Forum:

- Joe Lucente (37) Joe will provide documentation to Nickie and Jerry regarding his interior damage and requested that this become a line item on the next Board agenda.

The meeting was called to order at 6:33 p.m.

The minutes of the October 15, 2008 were approved.

COMMITTEE REPORTS:

Financial Report: Jerry Arndt reported (in Jack's absence) that the HOA is under budget by approximately \$4600 in Operating Expenses.

Management Company Report All items are complete except:

- Maynard Construction. Payment will be withheld until the punch list of projects is completed including but not limited to Unit 44 driveway color, ice buildup issue in front of Unit 39, and the warranty of the pan near Unit 39.
- JBK and Ross. Need to verify that the aeration, deep seeding, and deep root feed had been completed at Unit 17.
- Stair replacement for earmarked units has been postponed until Spring.
- An initial assessment of the exterior unit lights will be requested. The monthly walkthrough and replacement of exterior unit lights will occur the third week of each month.

Landscape Committee:

- Bark was refreshed on Units 12 and 48.
- The wiring to the lights in the entry island were vandalized (cut) and have been repaired.
- Bil Butler will purchase and install reflectors for the HOA.
- Compliance letters were sent to two homeowners.
- Unit 42 will meet with Deborah and Jackie to better understand the HOA border requirements.

Architectural Control Committee:

- The committee continues to work on the Mission statement.

- A meeting will be scheduled with the Board to present the building standards that have been determined.
- Unit 31. The ACC request is an open item. Rick Moss is looking at alternative solutions.
- Unit 38. A motion was made and approved to accept the ACC application for window replacement with conditions. Unanimous.
- Unit 42. The initial request was denied and the owner will reassess the recommended design changes to incorporate both a solid wall and iron structure.

UNFINISHED BUSINESS:

- Unit 17 Steps. The ACC is reviewing the revised bids received from 3 contractors. The work will be done in the Spring. Richard Pfeffer asked that his concern about safety on the stairs be recorded. Jerry Arndt, for the record, voiced his safety concern that the middle railing has been removed by the owners from the steps at Unit 17.
- Unit 52 Skylight bids. A motion was made to approve the skylight with Solar pending the outcome of Jerry's conversation with Solar. Should the outcome of that conversation not be satisfactory, Centimark will be awarded the job. Unanimous.
- Unit 17 Reimbursement. Nothing was accomplished after lengthy discussion. Another meeting will be held to discuss.
- Weststar Management Contract. Jerry is not yet ready to sign. Weststar will continue month to month.
- HOA Annual Meeting. The Treasurer has provided the preliminary 2009 budget for review. The meeting will be held on January 21, 2009 at Hamilton Middle School. Nickie was asked to send the formal notice to the community. Two Board positions are up for election. Nickie was asked to send the candidate questionnaire which all candidates are asked to complete. Anyone not completing the questionnaire or anyone nominated from the floor will be asked the questions at the meeting.
- Unit 29 Mediation. A report has been received from the Mediator but no resolution was reached at the meeting. The Board has until January 5, 2009 to respond.

NEW BUSINESS:

- L.R. Compton Tax and Audit. A motion was made to retain this firm as the auditors for fiscal year 2008. Unanimous.
- Insurance Guideline Policy. Each Board member will review the policy and will have a working session to discuss.
- Neptune Pools Contract. Tabled for further discussion

The meeting was adjourned at 9:40 p.m.

Respectfully submitted

Jackie Havel, Secretary of the Board.