

HIGHLINE CLUB OWNER'S ASSOCIATION/ BOARD OF DIRECTORS MEETING

Board Meeting Minutes of December 17 ,2008 6:30pm.

Board members Present- Jerry Arndt, Nick Kontas, Norm Kushner and Jack Gherke.

Weststar Management representative- Nickie Greco.

Others Present- Bil Butler Unit#33 and Michael Owen#37.

Meeting was called to order 6:30 pm

Minutes of November 19th 2008 were approved.

HOMEOWNERS FORUM: No discussion took place.

FINANCIAL REPORT:

2009 Budget reviewed motion to approve by Norm Kushner, motion seconded by Nick Kontas.

MANAGERS REPORT ACTION ITEMS:

Maynard Construction

1- Driveway color for unit #44(Joyce and Nick Kontas), tabled until spring will give it time to cure, Board to re evaluate after winter season.

2-Pan Performance- Pending winter season performance.

Colorado Lighting- Nickie to update on status of vendor visit and their assessment
Of community.

Open board positions questionnaire, submitted to board. Questionnaire given back to Nickie for further corrections to be made. Also timeline given to Nickie for questionnaire.

A-12/24 Due date to be sent to community.

B-1/7-Questionnaire response due, for those wishing to run for open positions, all received to be forwarded to the Board.

C-1/14 –Send candidates questionnaire response to community.

D-Include in cover letter. If community members wish to run for open positions and did not submit a questionnaire by 01/07/2009. They must be prepared to answer questionnaire items at annual meeting..

Ross Tree, deep root#17(Lucy and Richard Pfeffer) completed.

Repairs to Unit#37(Joe Lucente), Erin Shelly was contacted. Erin will contact homeowner to review and provide proposal for said repairs. A \$500.00 limit has been set for these repairs.

Pool Drain regulation-Both pool and hot-tub will need to be retrofitted with upgrades based on regulation .Cost approx. 200.00.

Audit of financials- Nickie will resend to Jack.

LANDSCAPE COMMITTEE:

- Unit #59 (Carolyn and Scott Taylor) have agreed to restore border to original non-altered state or have the new homeowner when unit is sold, sign a document agreeing to border maintenance responsibility.

-a decision on vendor selection for tree spraying has been put on hold as the landscape committee will review proposals and advise Board in Spring.

-Holiday decorations installed at entry, mail kiosk and island.

-Landscape committee met with owners # 42 (Nancy and Pat McCahill) to clarify border responsibility of homeowners. Landscape Committee will also provide homeowners list of recommended contractors for the work.

ARCHITECTURAL COMMITTEE (ACC)

Unit #51(Phillip and Jennifer Orda) , Application for exterior modifications submitted 12/05. Homeowners will be contacted as additional information is needed by the ACC committee .Glass sample was submitted to board member, sample will be passed on to ACC committee.

ACC committee has scheduled a work session with the Board for 01/05/2009 at 6pm at Bil Butlers.

UNFINISHED BUSINESS:

-Unit#17(Lucy and Richard Pfeffer) Steps, tabled until 2009. Further review by ACC and Board needed.

-Unit#17(Lucy and Richard Pfeffer) Reimbursement, pending further review by the Board.

-Gutter cleaning. Jerry has asked for a status report from Nickie, which buildings have been completed and those left to be done and a time frame for completion.

-Unit # 52(Richard Celland) Skylight .Solorgreen will need to reconfirm size and type of skylight .Nickie to schedule re visit to unit.

-Insurance policy guidelines- Under review by board. Board member comments back to Jerry as soon as possible.

- Water Test performed by J&P, on units #43,44,49,52 Board questioning the cost of work submitted. Nickie to check weather this should fall under warranty.

-Neptune Pool Specialists proposed contract, pending further review by the Board.

-Weststar Management contract- Motion by Jack Gherke to approve, motion seconded by Norm Kushner.

NEW BUSINESS:

Additional items from the Board:

-Jackie will prepare the State of the Association 2008, due first week of January for Board review.

-Deck Membranes unit #'s 43(Steve McBride and Diane Polutchko) and #44(Joyce and Nick kontas) Nickie to check status of work.

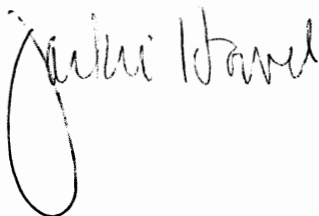
CORRESPONDENCE:

-Compliance letter to Unit#56(Dawn and Larry Eastman). Homeowner responded on 12/13 compliance request from Board. Nickie has responded back to homeowner regarding compliance issues.

-Compliance letter to Unit#59(Carolyn and /Scott Taylor). Alteration of border area, letter recommends boarder to be reinstated to its original state prior to the sale of the unit. If border remains as is, then new owner will be required to sign off.

Meeting Adjourned at 9:33pm Happy Holidays!!
Respectfully submitted

Norm Kushner on behalf of Jackie Havel

A handwritten signature in dark ink, appearing to read "Jackie Havel". The signature is fluid and cursive, with a large loop at the bottom left.