

THE HIGHLINE CLUB

Board Meeting Minutes for Wednesday August 26th, 2009

Board Members Present: Jerry Arndt, Jackie Havel, Norm Kushner, Jack Gehrke.
Board member absent Nick Kontas.

Weststar Management Company Representative Present, Elissa Conger.

Homeowners Present: #2 Audrey Coggeshell, #3 Rebecca Gregg, #6 Don Ryan, #15 Diana Stevens, #36 Rob Cooney, #40 Debra Chelmes, #43 Roseanne, Hans Schulze, #57 Suzanne Swafford.

HOMEOWNERS FORUM:

-Audrey Coggeshell #2 inquired about where responsibility lies with regards to gutters and down spouts that are altered or relocated; (within recently enclosed backyard) should problems arise for her or her neighbors. Jerry indicated that this is one of many items currently with the attorney for clarification/opinion. Audrey would also like to get the resource for landscape rock used in the community. The board has no record of companies used as a resource. Suggested she check with JBK.

-Diana Stevens #15 would like to know the status of ice guards for her unit and building 11-17. The homeowner has concerns about possible damage from ice dams this winter. Diana would like to know what has or will be done to prevent future ice dams/buildups on her unit. Previous Boards have investigated this problem and solution; nothing is currently on the books for work to be done at this time. This is an item currently with the attorney for clarification/opinion of responsibility, homeowner or HOA.

-Suzanne Swafford #57 asked if an insurance claim had been submitted to the Association's insurance for damage due to water intrusion of unit #13.

The board determined that the damage and loss claim submitted by the homeowner, does not fall within the Highline Club Owners Association's insurance policy obligations and does not merit a claim being made to the Association's insurance policy. This was communicated to the homeowner, in a letter dated July 31, 2009. Suzanne is challenging the decision by the board not to submit a claim. The Board will reach out to our Insurance agent and management company to advise on this matter.

Suzanne also inquired if roof inspections had been done following multiple hail storms this summer. J&P has been on the roofs frequently throughout the summer months.

Meeting called to order by Board President Jerry Arndt at 7:03pm.

Motion by Gehrke seconded by Havel, that the meeting minutes of July 15, 2009 Board meeting be approved as presented. Passed Unanimously.

COMMITTEE REPORTS:

ACC-

- ACC Mission Statement will be posted on the Web site, Elissa will follow up.

LANDSCAPE-

- Pool closure scheduled for September 21, 2009.
- Unit#27 Border reinstatement, 3 attempts have been made to contact homeowner to address this issue. Homeowner has not responded, work to be scheduled and charged back to homeowner.
- Board would like to thank Debra Chelemes, Jack Gehrke and Norm Kushner for their volunteer work on refreshing mulch to several areas within the community.
- Tree's behind Unit's #7 and #38 scheduled for fertilization, due to stress. Swingle to perform services.
- Vegetation in window well of Unit#31 needs to be trimmed back.

FINANCIAL REPORT:

Review of financials, indicated they are in order, Jack made note that discretionary funds look good. Motion by Kushner seconded by Havel, to approve financials pending audit. Passe unanimously.

MANAGERS REPORT:

-Unit #1 planter area in front of the unit, water pooling needs fill. Elissa will get a proposal from JBK.

-Bollards- Approx. 4 have damaged. Broken lenses. Elissa will purchase 1 base and get one lens fabricated, to determine the cost of others that need to be replaced.

- Unit #'s 8, 31 deck repair. Proposals submitted from J&P. Motion by Gehrke seconded by Havel to accept proposal for unit #31. Passed unanimously. Proposal for unit #8 pending further testing.

-Managements Monthly Property inspection/checklist completed August 14th, 2009 for Board review.

UNFINISHED BUSINESS:

- a. Front Stair Replacement/Repair. Project close to completion.
- b. Building Exterior Repair and Painting Touchup Project for 2009. Pending further review, to determine scope of the project.
- c. Driveway/Pan/Asphalt Project for 2009. Board would like 4 proposals by September Board meeting for them to review.
- d. Gutter /Downspout/Scupper Inspection Report. Board needs time to further review report to set priorities.
- e. Clubhouse Improvements-Phase One Spa Floor. Jerry has gotten 3 proposals for Tile installation. Proposals for review have been submitted by Colorado Tile Works, Lookout Renovation and Greentree Tile Inc. Board to review proposals.
- f. Revised ACC Application form. Form has been reviewed in a Board work session. Jerry will schedule a meeting with Bil Butler, ACC Chairman to review comments.
- g. Awning Maintenance Project. On going.
- h. ACC Architectural Standards & Guidelines .Rough draft is being reviewed by the Board.
- i. .2008 Audit Draft. Tabled for further review.
- j. Underground Drain Clean out. Motion by Kushner seconded by Gehrke to accept proposal by Done Plumbing for building 11-17, with the exception of Unit#17's east half underground connection(Board needs to further investigate drainage configuration in that area).
- k. HB-09-1359. Tabled pending further review. Attorney recommends this be handled by 2010.
- l. Awning Cleaning Proposal. Tabled.
- m. Gutter Cleaning Spring/Summer 2009. Elissa to follow-up on inspection of work performed by J&P.

n. Roof leaks and Action plan. Board and Management will review Warren's report of units 48,49,52,63 and determine if this concurs with Precision Property Inspections report.

o. Building (Owners) Issues versus HOA Maintenance-Board has reached out to the attorney for their legal opinion.

Pending issues:

-Parking/ Driveway Parking- Tabled.

*** The Board has requested immediate legal opinion, relating to parking questions asked by the contracted purchaser of unit#25.***

- Unit #13 Gutter Maintenance, Repair and Replacement responsibility. Currently being reviewed by attorney.

NEW BUSINESS:

- a. Attorney Proposals. Board has received 3 proposals; Elissa will compile a matrix for attorney proposals and set up the interview process.
- b. 2009 Audit and Income Tax Proposal. Motion by Havel seconded by Kushner, to accept proposal. Passed unanimously.
- c. Quality Fire Protection Proposal. Motion by Kushner seconded by Havel to accept proposal. Passed unanimously.
- d. Precision Property Inspections Report. Unit's 13, 48-49 and 52-53. Pending further review of inspection reports by the Board.
- e. JBK's Drainage& Erosion proposal for Unit#11. Further investigation is needed to best address this issue; however the Board recognizes the need for a temporary fix and directed management company to get erosion in gulley taken care of.
- f. Gutter/Downspout and Up Sizing request by Unit #'s 35, 36. Motion by Havel seconded by Gehrke to accept proposal. Passed unanimously
The attorney reviewed the Associations governing documents. The clarification/opinion on gutter maintenance, repair and replacement was addressed in a letter from the attorney to the Board dated August 26, 2009. This opinion was presented, to Board members and homeowners attending the Board meeting by President Jerry Arndt.

g/h. ACC Exterior Modification Applications for concrete coating for units 6,13.
Motion by Kushner seconded by Gehrke to accept applications with minor conditions.
Havel abstained, passed unanimously.

- i. ACC Exterior Modification Application- Unit#39- Satellite dish Installation.
Additional information is needed from homeowner. Elissa will follow-up and request information from homeowner.

CORRESPONDENCE:

- A third request and follow-up notice to multiple letters and emails has been sent to unit#27, regarding their altered boarder, dated July 28th, 2009.

Meeting adjourned at 10:27p.m.

Respectfully submitted by Norm Kushner, Secretary.

A handwritten signature in cursive script, appearing to read "Norm Kushner", with a long horizontal flourish extending to the right.