

HIGHLINE CLUB OWNERS ASSOCIATION
February 16, 2011- Board of Directors Meeting Minutes

PRESENT:

Hans Schulze, Alan Bucholtz, Toni Larson, Diana Stevens and John Winston- Board of Directors

**Pete Engelken (unit 39), Leo Haas (unit 14), Rebecca Gregg (unit3), Gayle Sawko (unit35) and Suzanne Swafford (unit 57)
Homeowners**

HOMEOWNERS FORUM:

Pete Engelkin commented on the terrible ice build-up in the cement pan in front of units 38 and 39.

CALL TO ORDER:

Schulze called The Board of Directors Meeting to Order at 6:40 p.m. at the Highline Club Clubhouse at 9200 Cherry Creek South Drive, Denver, Colorado, 80231. A quorum was established.

APPROVAL OF MINUTES:

Schulze asked if there were any comments or corrections to the minutes from the January 2011 Board Meeting. It was noted that there were two typos and a misspelling error

Larson made a motion to approve the minutes with the changes discussed. Winston seconded the motion and the motion passed unanimously.

COMMITTEE REPORTS:

LANDSCAPE COMMITTEE:

Rebecca commented that the remainder of the Holiday decorations would be removed by the end of the month and that some had been left to provide fill-in and lighting in the island area during the bare time of year.

DOCUMENT REVIEW COMMITTEE:

Bucholtz reported that the next meeting is scheduled for February 28, 2011. He stated that updated documents had been distributed to all committee members with suggested changes in color for easy review of revisions to date.

ARCHITECTURAL CONTROL COMMITTEE:

Haas reported on his review of inconsistencies in front doors and storm doors and talked about how these issues can be handled in the future.

Haas also addressed formulating a list of contractors recommended by other homeowners to be placed on the website.

A brief discussion was held regarding a list of various violations reported to the Board by a homeowner.

REVIEW OF CURRENT FINANCIALS

Schulze asked if there were any question or comments regarding the January 2011 Financials. It was noted that the Management Co failed to make the proper transfer to the Reserves account in January and that it would be double in February.

Larson asked Management when the HOA had to have an auditor. Management responded that an Auditor had already been selected and that the IRS informational form for nonprofit organizations would be completed by that person as well.

There being no further discussion Larson moved to accept the January 2011 Financials as presented, Schulze seconded the motion and the motion passed unanimously.

UNFINISHED BUSINESS

Unit 35-Damaged shrubs: An in-depth discussion was held regarding the pros and cons of installing a short fence as well as the options regarding this issue. It was noted that the representative from JBK stated that the shrubs would not grow back because the damage involved major roots.

Winston made a motion that the Board approves the original proposal for the short wooden fence as submitted by the homeowner. Schulze seconded and the motion passed 3-1-1, with Winston, Larson and Stevens voting yes. (Stevens did state with her yes vote that she felt it could lead to future exceptions). Schulze voting no and Bucholtz abstaining. Bucholtz stated he abstained out of respect for all homeowners

NEW BUSINESS

Unit 24- proposal to replace Wall Cap: A discussion was held regarding the proposal and recommendation from J&P Roofing to replace the wall cap on the third level deck. It was determined that the Board did not have a clear understanding of what the issue was and the topic was postponed until more information could be attained.

Unit 27-Proposal and Report regarding Interior Damages: Winston, Larson, Schulze and Management met with contractor to assess the cause of various damages. It was felt that some damage had been caused by a leaking deck. The deck membrane had been repaired early in 2010. Bucholtz stated that he felt the Board should accept the submitted \$270.00 repair proposal and end the long outstanding dispute.

Larson made a motion to approve the payment of \$270.00 for damages to unit 27 as explained in the proposal dated February 9, 2011 from David Brooks. Stevens seconded the motion and the motion passed 4-1 with Bucholtz, Stevens, Larson and Schulze voting Yes and Winston voting No.

Bucholtz will draft letter regarding the damages/approval to the owners Representative.

2011 Tree Care Proposal: The proposal from Swingle was presented. Stevens commented that it seemed that it needed to be revisited as the proposal exceeded what the Board had approved in the 2011 Budget. It was decided to do some additional research regarding what the city and university feels is necessary. Rebecca, the chair of the Landscape Committee was asked to research the need for extensive pruning and health care applications.

Proposed Legislation- Larson gave a brief overview of five pieces of proposed legislation that if passed will have implications for the HOA.

MANAGERS REPORT:

Unit 8-Second level balcony issue was discussed after the Board received an email from the homeowner complaining of further issues. Stevens stated he had looked at the ice issue on the drive-way and noticed that there must be a leak through the east light fixture over the garage because it is very rusted. It was decided that some current Board members need to view this issue and see firsthand what the problem is.

Pool Care Contracts: Management stated they were acquiring other bids for Pool maintenance. Stevens commented as a frequent pool user she felt the current company did an excellent job.

Unit 42- Third Level Deck: It was discussed that there was a serious problem with internal damages resulting in leaks from this deck; the damage was reviewed in the form of photographs and proposal for repairs from J&P Roofing. Schulze made a motion to approve the proposal for repairs as presented from J&P Roofing, Larson seconded the motion and the Motion passed unanimously.

Suzanne Swafford requested to speak and asked if the Management Company would be putting out an RFP for bids on Insurance contract.

There being no further regular business the Board moved to Executive Session.

EXECUTIVE SESSION

Two past due accounts were briefly discussed

MEETING WAS ADJOURNED AT 8:44 P.M.