

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

PRESENT:

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

Leo Haas (unit 14), Rebecca Gregg (unit 3), Adele Linneman (unit16) Jackie Havel
(unit13), Suzanne Swafford (unit 57) Bonnie Shore (unit 8), Nancy Mc Cahill
(unit42) -Homeowners

HOMEOWNERS FORUM:

Suzanne Swafford inquired as to when the back deck project on her unit was
scheduled. Management responded that it is scheduled for the 3rd week of April.

CALL TO ORDER:

Schulze called The Board of Directors Meeting to Order at 6:35 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 February 2011 Board Meeting. Larson made a motion to approve the minutes
as presented. Bucholtz commented that when changes were made the specific
change should be noted and then he seconded the Motion. The Board Minutes
from the February 2011 Board meeting were approved unanimously.

COMMITTEE REPORTS:

LANDSCAPE COMMITTEE:

Jensen gave an extensive report from phone calls with outside landscape experts
regarding the trimming, pruning, and spraying of the community trees. Jensen
also spoke with CSU regarding the same subjects. The information gathered from
both sources reflected that it is not necessary or advisable to trim and spray trees
on an annual basis as it can actually lead to the trees being stressed. It was
noted that due to the lack of moisture, if the trees were fertilized last fall the stress
would be increased with the production of foliage

Adele Linneman had also made a call to Denver County Forester and the
information attained concurred with the information that Jensen gathered.

It was discussed as to how soon the sprinkler system could be turned on. It was
agreed to set up a meeting with JBK.

DOCUMENT REVIEW COMMITTEE:

Bucholtz reported that he was overly optimistic about the last meeting being a final one prior to presenting the redlined document to the Board. The next committee meeting will be held March 28, 2010. Bucholtz stated he would not commit as to how many more meetings would be needed.

ARCHITECTURAL CONTROL COMMITTEE:

Haas reported on the progress of the elevated north facing deck and stair project of Unit 48. It was noted by Schulze that the ACC process needed to work more efficiently and that we needed to remind residents of the proper process.

Haas stated that there were a couple of homeowners looking into large window (front entrance) replacement and that he would communicate with the community in an effort to help with such projects.

Garage and stair lights were discussed and it was noted that some were out and Management would check with the contractor and noted the frequency at which they visit the property. Larson expressed concerned that light bulbs were not being replaced yet there is a contract to this for which the Association pays \$55.00 a month.

The cable that was improperly installed on the exterior Unit 11 is also still an open topic.

REVIEW OF CURRENT FINANCIALS:

Schulz asked if there were any comments or questions regarding the February 2011 financials.

There was a brief discussion regarding Accrued Expenses, the Special Assessment and collection thereof and our Investment Accounts.

Schulze made a motion to accept the February, 2011 Financials as presented. Larson seconded the motion and the motion passed unanimously.

Larson agreed to research possible investments to see if the Reserve Fund money could be put to better use.

UNFINISHED BUSINESS

Unit 8 – upper deck proposal: It was noted that there was leaking through the garage light but the cause could not be determined. Haas and Larson had looked at the deck and could not determine where there is a problem. Schulze said he would contact the homeowner to conduct a water test on the deck.

Unit 34- out of compliance satellite dish: It was reported that there has been no response from the homeowner regarding formal attempts to contact him and have the dish moved. Larson made a motion to send a third letter noting fine and further action to taken by the Board to the Association. Schulze seconded the motion and the motion passed unanimously.

NEW BUSINESS:

Unit 42- Gaco Deck Installation Proposal: A discussion regarding the J&P Roofing proposal and recommendation to use this new product was held. It was noted that the first deck would be installed at the same price of the Deck Rite material. Larson had three questions she would like answered first and Stevens noted that the Board should view the product before we use it. Haas recommended that we use the new Gaco product. Schulze made a motion to approve the proposal from J & P Roofing to install the Gaco product on the deck of Unit 42. Bucholtz seconded the motion. The motion did not pass. Bucholtz and Schulze voted yes, Stevens and Larson voted no. Winston had left the meeting and was not present for the vote.

Unit 37- Skylight repair: The proposal from J& P Roofing to repair the skylight was reviewed. Schulze made a motion to approve the proposal as presented, Larson seconded. The motion passed with the four members present voting yes.

Unit 53- Gutter repair:

After a brief discussion it was decided to further review the situation. Schulze and Haas would do a physical review of the problem.

Pool maintenance proposals: The various proposals were reviewed and compared.

Larson made a motion to accept/ approve the proposal from Neptune Pool Specialist with no increase for two years. Schulze seconded the motion and the motion passed with all four members present voting yes.

MANAGERS REPORT:

Management reported there were no new items on the Management report.

At this time a discussion was held regarding the flat roof/ decking/furnace issue in Unit 14. Management handed out copies of the Centimark contract for members of the Board to review for the specific reason of determining Centimark's responsibility for faulty decking work

EXCUTIVE SESSION:

None was held

MEETING WAS ADJOURNED AT 8:40 P.M.