

HIGHLINE CLUB OWNERS ASSOCIATION
July 20, 2011- Board of Directors Meeting Minutes

PRESENT:

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

Leo Haas (unit 14), Rebecca Gregg (unit 3), Suzanne Swafford (unit 57) Adele Linneman (unit 16), Ray and Sharon Mohr (unit 60) Phil Faulkner (unit 29) Gail Sawko (unit 35) , Bill Imbach Unit 49) Pete Engelken unit 39, Terry Searls Unit18 -Homeowners

Call to Order:

Larson called The Board of Directors Meeting to Order at 6:35 p.m. at the Highline Club Clubhouse, 9200 Cherry Creek South Drive, Denver, Colorado, 80231. A quorum was established.

Homeowner Forum:

Sharon Mohr inquired about a potential painting and touch up project schedule for the buildings as unit 60 has several areas in need. Winston explained that we are trying to establish some sort of schedule and mentioned that other homeowners have expressed a similar concern.

Terry Searls asked about the stairs project and spoke what dire need his stairs are in. He was assured that the stairs of unit 18 are a top priority.

Suzanne Swafford had several comments; she inquired about the resignation of the Board President, when we could expect to see the re-written Declarations and inquired as to the status of her ground level patio project.

Phil Faulkner requested that JP Roofing look at his unit regarding a leak issue.

APPROVAL OF MINUTES:

Larson asked if there were any comments or corrections to the minutes from the June 2011 Board Meeting. Bucholtz made a motion to approve the minutes as presented. Winston seconded and The Board Minutes from the June 2011 Board meeting were approved.

COMMITTEE REPORTS:

LANDSCAPE COMMITTEE:

Rebecca commented that there was nothing to report, but asked about the tree that was planted in the enclosed privacy area of unit 25. It was noted that the tree was unapproved by the Landscape Committee and the Board. The Board felt it is inappropriate to approve after the fact. Management was asked to draft a letter to the owner of unit 25 stating the planting of the tree was unapproved and that in the future we could/would request removal in such circumstances. Stevens commented that she would like a letter of approval/acceptance from the owners of unit 24 because they will be directly affected by the tree.

DOCUMENT REVIEW COMMITTEE:

Bucholtz commented that the Documents Committee had completed their assigned task and that red-lined copies had been distributed to the Board members and the next step was in the hands of the Board.

Stevens inquired about if the Board is planning a Board discussion to share our comments on the revised Declarations as she had a number of questions. Gail Sawko commented that she felt such a discussion was unnecessary at this point. Stevens disagreed.

Larson requested that management get a quote from Legal for review of the Documents.

ARCHITECTURAL CONTROL COMMITTEE:

Haas discussed the application from unit 30 for Installation of new first level patio doors and noted it involved two sets of French doors and that they would be exact duplicates of the present doors. Stevens made a motion to approve the installation of the doors in unit 30 as presented. Winston seconded and the motion was approved.

Review of current financials:

There was some minor discussion regarding the current financials; where we stood in the cost of water, Larson inquired of Suzanne Swafford as to the definition of "Fine Arts" in the insurance policy. Bucholtz made a motion to accept the Financials as presented. Stevens seconded, Motion passed.

Unfinished Business:**Front Stairs:**

There was a brief discussion regarding Winston's findings and he stated he would put together a proposal to present to the Board.

Replacement of Lattice around Pool:

It was noted that at the last meeting the Board had requested Management to acquire bids for Repair only.

Railing by Unit 29:

No action taken.

Tree removal, units 30 & 36:

Winston noted Stevens' comments at the last meeting that both trees had been planted by previous owners and was in altered borders. Based on these comments Winston made a motion that the tree removal was the responsibility of the owners.

Stevens seconded and motion carried. Management to notify owners as to the decision.

Deck replacement/front stairs, unit 57:

Winston made a motion to replace entire deck with composite material. Larson seconded. Stevens commented that the siding issue needed to be included in the project and it was agreed by the other Board members. Motion passed.

Winston made a motion to have the front stairs shimmed to eliminate the safety hazard. Stevens seconded and motion passed.

Back to Leo Hass regarding Front stair project: Haas stated that he and Winston had done yet another review of the stairs. That they would pinpoint the 5-7 stairs in the worst condition. They feel that stairs should be replaced with composite material for long term purposes. They feel that 5-7 sets of stairs should be replaced this year. Beyond Haas comments no action was taken. Winston reported that he was in the final stages of preparing his own report and recommendations regarding the front stairs.

At this time there was a general discussion that Winston was developing a Whitepaper in regards to his analysis of the condition of the Community exterior assets and the financial impact involved. Winston had distributed his first draft to the Board, since the Board had had little time to read and prepare comments there was not further discussion.

It was decided to hold a special Board meeting with limited topics and the Winston white paper would be one of those topics.

Budget Committee:

Larson commented that the name would change to Capital Improvements Committee as the Board and Management completed the annual budget. It was decided that the Board would appoint the committee at the upcoming special meeting.

Specification Chart:

Larson present the Specification chart, Stevens made a motion to accept the Specifications Chart as presented. Bucholtz seconded

It was noted that door and window style would be added as would the Gaco Deck membrane colors. Motion passed subject to updating.

Sprinkler control:

Faulkner reported on the I-Card system that would allow our s sprinkler system to be controlled from off-site. The upgrade would cost about \$6000.00 with a projected 4 year payout. It was suggest that the upgrade be incorporated in to next year's budget. Faulkner also reported that Denver Water Board found our irrigation system to be in very good shape.

Inspection of Sewer system:

Winston recommended that we expend the monies to scope the system for potential obstructions or problems. Larson noted that it is HOA responsibility to maintain/replace. Larson seconded. Motion passed.

Installation deck drain unit 3:

Bucholtz made a motion to approve the bid presented by JP Roofing for the installation of the drain not to exceed \$650.00. Stevens seconded. Motion passed

Re caulking siding and trim unit 43:

No action taken at this time.

Roof leak repair unit 9:

Stevens made a motion to accept the bid as presented by JP Roofing to repair the upper roof and siding of leak area not to exceed \$350.00. Winston seconded. Motion passed. Larson abstained because her unit was involved.

Installation of deck membrane unit 25:

Stevens asked for a report of the deck condition and problems. Topic was postponed until Board members could inspect.

Long term Parking permit unit 24:

Permit was granted but Stevens requested the Board to decide how to handle the other homeowners who used Visitor parking on a daily basis.

Managers Report:

Management noted that the refrigerator in the clubhouse was not working and would investigate the purchase of a new one. No other new items.

EXECUTIVE SESSION

Stevens requested a short session for the purpose of discussion/update of pending homeowner disputes

MEETING WAS ADJOURNED AT 8:46 P.M.