

HIGHLINE CLUB OWNERS ASSOCIATION
August 17, 2011- Board of Directors Meeting Minutes

PRESENT:

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

Leo Haas (unit 14), Rebecca Gregg (unit 3), Jackie Havel (unit 13), Phil Faulkner (unit 29), Charlie Chaney (unit 12), Joan (unit 11)-Homeowners

Call to Order:

Toni Larson called The Board of Directors Meeting to Order at 6:30 p.m. at the Highline Club Clubhouse, 9200 Cherry Creek South Drive, Denver, Colorado, 80231. A quorum was established.

Homeowner Forum:

Rebecca Gregg thanked the Board for the drain installed on the upper level deck of her unit.

Leo Haas stated he had been inspecting the installation of the deck membrane on Unit 8 and feels good about the work and the product.

Winston stated he had looked at the deck membrane on unit 48 and thought it also looked good

APPROVAL OF MINUTES:

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

Larson asked if there were any comments or corrections to the minutes from the August 8, 2011 Special Board Meeting. Larson noted an incorrect date of next Board meeting and then made a motion to approve the minutes with noted change. Stevens seconded and the Board Minutes from the August 8, 2011 Board meeting were approved.

COMMITTEE REPORTS:

LANDSCAPE COMMITTEE:

Rebecca noted there was nothing to report.

Phil Faulkner reported that the overall water usage was down by 20% in the month of July, most likely due to the amount of rain.

Stevens commented that we were experiencing some brown areas and areas that were heavy with weeds.

DOCUMENT REVIEW COMMITTEE:

Bucholtz commented that the Documents Committee no longer exists and they had completed their task.

ARCHITECTURAL CONTROL COMMITTEE:

Haas reported that he had purchased some paint in all three approved colors that was available for homeowners to checkout and use for touch-up. Haas also reported that the ACC was working on an approach to window replacement and front door replacement.

Haas requested that the Board approve John Winston as a member of the ACC. Larson commented that she preferred that the committee not have two Board members and she would vacate her position on the committee but requested that we find another member.

Bucholtz made a motion to approve Winston as a member of the ACC, Larson seconded and the motion was approved.

CAPITAL IMPROVEMENTS COMMITTEE:

Phil Faulkner reported that the committee had held its first meeting and will meet again on September 1, 2011. They have decided a basic structure and will have rotating chairs. Faulkner also commented that the committee was uncertain of their mission and requested guidance from the Board.

Review of Current Financials:

After a brief discussion there were no further comments regarding the current financials. Foster made a motion to accept the financials as presented. Winston seconded, and the motion passed.

NEW BUSINESS

Front Stair Repair/Replacement:

Winston presented his proposal for the replacement of front stairs and made a motion that:

- (a)The HOA adopt the composite, Evergreen as the standard product for replacing front stairs.
- (b)The HOA replace all remaining 40 sets of wooden stairs over the next four years, beginning with the nine (9) worst sets this year.
- (c)The HOA select Eagle Rock Construction to complete the project.
- (d)The HOA fund the project from Reserves.

(e)The HOA conduct an annual assessment of the next group of stairs to be replaced based on condition.

Motion was seconded

Comments: Stevens had several concerns regarding the overall lack of discussion concerning other projects that need to be considered and how they might be funded. Stevens particularly pointed out a long standing project to complete drive-ways that will essentially be put on hold for four years. Stevens felt the homeowners should be given a choice and be required to pay for an upgrade to composite as done in recent history.

Bucholtz commented that it is difficult to commit future Boards to the project as stated in the motion. Bucholtz also felt the homeowner should not be given any options and amended the motion by removing the 4 year plan and vote on only 2011 replacement.

Stevens again commented that she felt more discussion should have taken place.

The motion passed with a vote of 4-1 with Stevens the only no vote.

Lattice Fence Around Pool:

A proposal from Eagle Rock to repair the lattice portion of the clubhouse fence for \$850-\$1100.00 was noted. Foster made motion to accept the proposal from ER as presented. Winton seconded and the motion passed.

Painting/Replacement of Railing by Unit 29:

The item died for lack of any motion.

Deck Replacement, Smooth siding replacement and Front Stairs- Unit 57:

The proposal from ER to replace and complete the work was reviewed.

Winston made a motion to accept the proposal from ER as presented, Larson seconded. A question regarding the work to be done on the front stairs was put forth. Winston stated that the front stairs were part of the bid even though it was not specifically covered in the proposal. Motion passed.

Ratification of Re-caulking Siding and Trim-Unit 43:

There had been an email vote that passed unanimously and the Board ratified the vote.

Draft of Violation Letters:

It was decided to remove letter to Unit 11 and the rest were o.k. to send to respective owners.

Parking in Visitor parking:

Parking in visitor parking areas continues to be a problem, it was discussed and decided that we should send another email reminding the community of the parking rules.

Additional items:

Sewer mapping is complete and no problems were discovered. Report will follow.

White paper:

Winston made a motion to approve a cover letter he authored to accompany the White paper and to distribute both to the community. Foster seconded.

Comments: Stevens opposed sending out the cover letter suggesting the Board authored the White Paper. She reminded the Board that at the previous meeting it was decided to hand the White Paper off to the CIC for the committee to use as a base line and have the CIC make suggestions about how to handle.

Bucholtz agreed that the cover letter implied something inaccurate. Bucholtz also stated that to distribute before the CIC reviewed was circumventing the committee. Winston agreed that the CIC should have an opportunity to comment on the White paper before distribution to the community.
Motion died

UNFINISHED BUSINESS

Election of Officers:

The Board elected Officers as follows:

President:	Toni Larson
Vice President:	John Winston
Treasurer:	Mark Foster
Secretary:	Diana Stevens
Member at large	Alan Bucholtz

Replacement of Awning-unit 13:

There seems to be confusion regarding the exact problem and what needs to be done. Ricardo was asked to investigate whether the repair bid was to replace only the cranking mechanism or included fabric replacement as well. Consensus seemed to be that only the cranking mechanism needed replacement and that if the bid was for only this, then it was too expensive.

Communication with JBK:

General discussion of who should be communicating with JBK and it was decided that all communication needs to be more centralized so confusion can be

eliminated. The contract needs to be reviewed so that specifics are better understood.

Garage Door –Unit 1:

It was decided that a letter needs to be written to the estate asking for the damaged door to be repaired.

Additional Items:

Management needs to ask the owner of unit 1 to place the large awning back in the proper position.

There was a discussion regarding the formation of a nominating committee to identify owners who may be interested in serving on the Board or Committee.

Managers Report:

Unit 46-repairs:

A proposal from ER to complete the necessary repairs was reviewed. Winston made a motion to accept the proposal from ER as presented. Bucholtz seconded. Motion passed.

EXECUTIVE SESSION

None was held

MEETING WAS ADJOURNED AT 8:49 P.M.