

HIGHLINE CLUB OWNERS ASSOCIATION

MINUTES

Annual Meeting at the Hamilton Middle School, January 18, 2012

CALL TO ORDER: The Highline Club's Annual Meeting was called to order by Toni Larson on Wednesday, January 18, 2012, at 6:30 pm. The meeting was conducted at the Hamilton Middle School located at 8600 East Dartmouth Ave., in Denver.

ROLL CALL: 27 Highline Club home owners were in attendance together with 11 proxies from absent owners. A quorum was established.

APPROVAL OF MINUTES: Jackie Havel took exception to assigned Board terms which occurred at the 2011 annual meeting, noting that persons appointed to fill Board vacancies should, if they volunteer to continue, stay on for the term of the person they replaced. Alan disagreed, saying that anyone volunteering to fill a Board vacancy does so only until the next annual meeting. There were no other comments regarding the minutes from the 2011 Annual Meeting. Dexter moved to approve the minutes, the motion was seconded by Hans, and the minutes were approved.

PRESIDENT'S REPORT: Toni Larson reviewed budgetary spending for 2011 and pointed out where we were under and over the proposed budget. Toni also noted that we currently held \$216,000 in reserves, and that we spent about \$30,000 from the reserve fund during 2011. Regarding the proposed budget for 2012, it was noted that Mark Foster and Richard Clelland assembled the recommended budget and worked hard to find all possible cost savings for non-discretionary spending, of which little if any savings could be found.

COMMITTEE REPORTS:

- **Landscaping Committee:** Rebecca announced that she will be stepping down as the chair person and that Adele Linneman will assume the chair position. Rebecca summarized the 2011 accomplishments, noting the re-design of the entry island foliage, the strategic placement of new planters pots, and the generous participation of committee volunteers. Committee members also emphasized water conservation in concert with JBK, and made a concerted effort to increase the use of mulch and natural leaf drop as a means to reduce water evaporation from planted areas. Phil Faulkner's monitoring of water usage was also praised as was Denver Water's audit of the swimming pool and sprinkler system, which indicated no evidence of pool leaks and congratulated the community for its superb maintenance of the sprinkler system. Dexter Writer mentioned that he replaced all their toilets with low-flush mechanisms which earned them a state credit. Rebecca also pointed out that only two of the entry island's electrical plugs are functioning.

- Architectural Controls Committee:** Leo Haas introduced all of the committee members who participated with 2011 activities. Major committee projects included an evaluation of the condition of owner's front stairs including replacement prioritization, and the establishment of window protocols. The committee identified the Anderson 100 Series window as the best replacement product, but noted owners have several options including replacing just the glass, using window inserts, or replacing the entire window. Owners can also choose a different window product as long as it's approved by the Association. Leo also discussed the installation of satellite dishes, noting that the preferred (but not mandated) location is on top of an owner's unit. Several owners inquired about the status of the stair replacement project that was initiated last summer. Winston explained that Eagle Rock was committed to finishing the 5 stair units initiated in 2011, but that once completed, any additional stair work identified for 2012 would be put out for new, competitive bids. Toni added that the concrete stairs at unit 25 would be replaced this coming summer and that several bids for this work were already under consideration. Joan Mason inquired about the painting of several front doors including units 2, 9, and 22. Leo explained that this is an experiment with a new, grey color and Toni suggested that owners should take a look at these doors and provide feedback to Ricardo.
- Capital Improvements Committee (CIC):** Bruce Jensen provided a verbal summary of the committee's activities since formed in August of last year. He began by noting that Winston's capital projects white paper was the catalyst for the committee's formation, and that the CIC's objective was to review the scope, urgency, and potential costs associated with these capital projects and recommend to the Board a tentative course of action. Bruce noted that the committee has completed its initial goals and is recommending that replacement of front stair units needs to continue, that balcony membranes and a number of driveways need attention, that the tennis courts are no longer an asset and that an improvement option needs to be pursued soon, and that the current building envelope has probably exceeded its useful life and needs to be replaced. Bruce also mentioned that the committee has evaluated various siding options including more patch/paint, or replacement with new siding including Hardi Plank, vinyl, or stucco. To proceed further with the siding project, the CIC is recommending that the Board retain a consulting group to help us evaluate siding product options and decide which building envelope system is best suited to our structures and the community budget. Several attendees noted that this evaluation was already done in 2004, and that we just needed to get on with it! Suzanne mentioned that the committee is examining ways in which the community can finance some of these capital improvement projects. There was a suggestion that the CIC should maintain minutes of their meetings and publish them on the website, but this prompted concern that such future projects would become public knowledge.
- Document Committee:** Alan announced that a redlined copy of old vs new Declarations would be distributed to all owners, and that a special meeting to field owner comments would take place at the Hamilton middle school on February 8, 2012. Alan noted that the document committee began with 13 volunteers which eventually shrank to 11, that there was considerable effort expended to revise the declarations, and that the resulting new declarations deserved

serious consideration by all of the Highline Club owners. Dexter Writer inquired about seeing a copy of the revised declarations with the attorney comments and was told that Ricardo could supply such a copy. Alan also mentioned that there would be no voting at the special meeting.

NEWSLETTER: Toni mentioned that there have been 3 newsletter issues published, and that the 4th publication will focus on the activities of the CIC. Toni also asked for article contributions and editing help from our owners.

ELECTION OF BOARD MEMBERS: Toni noted that she and John Winston are the current Board members, and that there are three board positions that needed to be filled; one (1) 3 year term, and two (2) 1 year terms. Jackie Havel questioned the rules for term replacement (as outlined under approval of minutes on page 1) and Toni read the rules pertaining to board terms. Mark Foster was nominated for the 3 year term as was Jackie Havel, who declined the nomination. Mark Foster was elected to this board position. For the two 1 year terms, Bruce Jensen and Nils Holtestaul were nominated and both were elected to the Board.

COMMENTS FROM THE FLOOR: Anders Ingemarson thanks both Board and Committee members for all their hard work during the course of 2011. Joan Mason voiced concern about ice buildup on our streets and sidewalks, noting that it's dangerous, that we're inviting lawsuits, and that something needs to be done. Both Bonny Shore and Julie Mason agreed, noting that snow plowing is not done in a timely manner and that ice situation has worsened since the sub-terrain drainage gutters were removed. Suzanne Swafford also mentioned that the area at the bottom of the stairs leading up towards Phil Faulkner's residence is very icy. Toni promised that the ice issue will be discussed at the next Board meeting.

ADJOURNMENT: Following the election of new board members and comments from the floor, the 2012 annual meeting was adjourned.