

HIGHLINE CLUB OWNERS ASSOCIATION

February 15, 2012 Board of Directors Meeting Minutes

PRESENT: Toni Larson, Mark Foster, John Winston, Bruce Jensen, and Nils Holtestaul - Board of Directors

Ricardo Lases - Weststar Property Management, Property Manager

1. **CALL TO ORDER:** The Board of Directors meeting was called to order at 6:30 p.m. at the Highline Club Clubhouse at 9200 Cherry Creek Drive South, Denver, CO, 80231. A quorum was established.
2. **HOMEOWNERS FORUM:** No comments were brought forward.
3. **APPROVAL OF DECEMBER 21, 2011, JANUARY 16, 2012 AND JANUARY 25, 2012 BOARD MEETING MINUTES:** All three sets of the meeting minutes were reviewed. Winston made motion to approve the December 21, 2011, January 16, 2012 and January 25, 2012 Board meeting minutes as submitted. Jensen seconded. Motion carried unanimously.

4. COMMITTEE REPORTS:

- a. **LANDSCAPING COMMITTEE:** Adele Linneman is now the new chairperson for the Landscape Committee. The landscape committee has now 15 volunteers:

Trish Brock, Rebecca Jensen, Jackie Havel, Diana Stevens, Bonnie Pitzer, Barbara Coffey, Joan Mason, Carolyn Engelken, Nancy McCahill, Roseanne Schulze, Julie Mason, Judy Waldo, Alice Prendergat, and Gail Sawko.

There are electrical repairs required at the island and the committee is requesting power run to the Highline Club sign at the entrance. Management was requested to obtain bids.

The first meeting will be held February 23, 2012.

- b. **ARCHITECTURAL CONTROL COMMITTEE:** A problem with certain units was discussed regarding ice damming. The board requested to investigate how many units should have snow removal from their sloop roofs and how much it will cost.

1. **Draft of Satellite Dish Rule:** Satellite dishes must be installed on the flat roofs and all requests must be submitted to the ACC prior approval.
2. **Installation of Satellite Dish – Unit 27:** The satellite dish has been installed as it was electronically approved by the board.
3. **Garage Door Repairs – Unit 1:** The board requested to send a second letter to unit 1 as the repairs of the garage door have not been completed.

Leo Haas mentioned that he will draft a rule regarding the installation of solar panels and will present it to the board.

- c. **CAPITAL IMPROVEMENTS COMMITTEE:** No report was given.

- 5. REVIEW CURRENT FINANCIALS:** The Board reviewed the financial statements for the period ending January 31, 2012. Jensen made a motion to accept the financials as presented. Foster Seconded. Motion carried unanimously.

6. NEW BUSINESS

- a. Siding Consultant Proposals:** The board reviewed the three proposals included on board packet from SBSA, Inspectrum, and Plan Ten Architectural Studio. The board decided to interview two of the three firms. Management was requested to set up meetings with both groups.
- b. Replacement of Bollard Fixture Proposal:** The board reviewed the proposal from Colorado Lighting to replace the missing bollard fixture located by the entry of the community. Holtestaul made a motion to replace the missing bollard fixture with a matching one as proposed. Winston seconded. Motion carried unanimously.
- c. Cracks in Asphalt:** The Board requested management to obtain proposals for preventative maintenance for the entry asphalt as it is showing some newer cracks.
- d. Sprinkler Box Repairs:** The board discussed the need of replacing the sprinkler boxes as the current ones are in need of repair. The board requested the Landscape Committee to seek proposals.
- e. Additional Items from the Board:** No additional items were brought forward.

7. UNFINISHED BUSINESS

- a. Discussion of Proposed Revised Declarations:** The draft of the Proposed Revised Declaration was reviewed. A discussion was held regarding Article 9. Larson will update the Declarations and will bring final draft to the next board meeting to be held on March 21st, 2012.
- b. Additional Items from the Board:** No additional items were brought forward.

- 8. MANAGER'S REPORT:** The Board reviewed the manager's report.

- 9. CORRESPONDENCE:** No additional items were discussed.

- 10. EXECUTIVE SESSION:** A request from a homeowner to remove a couple of late fees was reviewed and denied by the board.

- 11. ADJOURNMENT:** There being no further business the meeting was adjourned at 9:45 p.m.