

Hillcrest Village Homeowners Association, Inc.

A NON-PROFIT CORPORATION

Board of Directors Meeting

MINUTES

October 16, 2013

CALL TO ORDER

The meeting was called to order at 5:35 pm. A quorum of board members was present. Chris Ricketts, CMCA, Building Manager, was also present. Homeowners present include: Shirley Krywonis, Unit 103; Wendy Ruby, Unit 104; Marvin and Roberta Feinsmith, Unit 106; Margaret Levitt, Unit 110; Marian Miklin, Unit 205; Florence Radetsky, Unit 210; Gerri Miller, Unit 211; Artis Silverman, Unit 212; Sally Gardenswartz, Unit 304; and Valerie Lawton, Unit 308.

HOMEOWNERS' FORUM

Valerie Lawton commented that too short notice of this evening's board meeting was provided, as some residents had conflicting plans that could have otherwise been avoided. Chris Ricketts explained that meeting notice was posted in the mail room several days in advance but it may have been removed since not all homeowners saw it. Notice of future board meetings will be posted in the mail room no less than 1 week before the meeting is held.

APPROVAL OF PREVIOUS MEETING MINUTES

July 31, 2013 meeting minutes have been approved.

FINANCIAL REPORT

Lou McDowell reviewed the September year to date performance against budget. There were no items of consequence noted. She also noted that we anticipate meeting the budgeted reserve contribution of \$20,000 for 2013, barring unforeseen expenses.

Don Ellis noted that there are no amounts budgeted for special assessment income and reserve expenses in 2013. Lou stated that the 2014 budget will include those items.

UNFINISHED BUSINESS

1. Board Seat. Dave Ruby noted there remains one open seat on the Board of Directors that expires in March 2014. Subsequent to the meeting Shirley Krywonis volunteered to fill the seat. She will serve as a member at large, as all officer positions are filled.
2. Reserve Study. Lou noted the hiring of Borne Consulting at a cost of \$2,600 to conduct a reserve study. The study was originally budgeted at \$3,000. The study will help to assess the adequacy of our financial reserves that are set aside to fund future common area asset replacements.

3. Garage Door – Wood and Paint Clean Up. Chris obtained an \$802 bid to remove the wood frame around the garage door and paint the concrete under the wood and above the doors. A motion was made to approve the contract and the motion carried. Work will be scheduled shortly.
4. Garage Door – Water Damage Update. Dave summarized the recent history of problems since the water main break. The owner/installer of American Door Co. repaired the door by removing a portion of the rubber seal at the bottom edge of both doors. The south door seal was randomly getting caught in the guide rail, causing repeated malfunctions. The “fix” has so far held and the owner of American Door has agreed to stand behind the 12 month warranty if future problems arise, including door parts replacement if necessary. He also agreed to not charge for the most recent repair and a prior repair that has not yet been billed. Repair costs resulting from the water main break of approximately \$2,700 were sent to Denver Water for reimbursement. Chris advised that Denver Water has affirmed their liability for most of the costs but are uncertain about whether they will pay for two repair items totaling approximately \$300.
5. Integrated Safety Systems Work. A leak was discovered in the backflow prevention device, which prevents waste water from contaminating the potable water supply. Repair of the device would cost \$438 but may not solve the problem. Replacement, which is certain to provide a lasting fix, costs \$3,483. The Board approved a motion to replace the device as soon as possible.
6. Torn Awning over Garage. A bid of \$1,190 was obtained for replacement of the torn awning fabric at the garage entry. The \$900 repair option was neither practical nor cost effective. The Board solicited the views of the Membership as to whether the awning should be replaced, which would be a recurring expense each 4 or 5 years, or taken down for \$200. The issue was seen by most as one of cost vs. aesthetics but no clear preference emerged. Subsequent to the meeting the board decided to remove the awning. The awning frame will be stored if sufficient space can be found. The board felt the recurring nature of replacement would become burdensome and that the steps taken in Item #3 should adequately preserve the aesthetics of the garage entry.
7. Garage Crack Seal. There are a number of small cracks in the garage floor cement and close to the elevators. A bid to fill the more noticeable cracks will be obtained, as doing nothing will ultimately result in chipped concrete. The issue is not structural.
8. Residents’ Directory. A recent change in the law precludes homeowners’ associations from distributing certain private homeowner information in directories without explicit consent to do so. The law specifically notes that only the owner name, unit number and first class mailing address may be published. Information that may not be published without written consent of the owner includes e-mail address, phone number and assigned parking number. A directory request form was sent with the mailing of September Board minutes, but just 16 responses were received. New forms will be placed in the mailroom to allow those who have not responded another opportunity to do so.
9. Other Items. (a) Dave noted that a table used in previous board meetings has been missing. Val explained that the table was the property of the previous board president. A motion was made to replace the table using association funds and the motion

carried. (b) Gerry Miller voiced concern about not having a list of multiple vendors who can provide air conditioning or other services. Numerous residents suggested that having a broader list of vendors would be most beneficial. Chris agreed that such a list could be provided but residents should not interpret it to mean that Weststar Management Company endorses a particular vendor. Residents were encouraged to help establish a list by providing information on vendors who have provided reliable a/c or other services in the past.

NEW BUSINESS

1. Colorado State Statute Changes – Collection Policy. Chris noted that as of January 1, 2014 a 6 month payment plan must be offered delinquent homeowners prior to referring the account to an attorney or a collection agency. Unless the new collection policy is adopted, HOAs cannot collect monthly fees or delinquency charges. The attorney fee to revise our collection policy to conform to the new Colorado State Statute is \$75. A motion to adopt the new policy was made and the motion carried. A notice of the policy change will be mailed to homeowners.
2. Fire Panel Back Up Battery Replacement. A motion to replace the batteries at a cost of \$655 was made and the motion carried.
3. Additional Items. (a) It was noted that during a recent fire alarm a number of residents did not vacate their units. Residents must ALWAYS vacate their units during a fire alarm, congregating near the driveway at the northwest corner of the property until the fire department issues an “all clear” announcement. Wendy Ruby suggested knocking on the door of your neighbor to ensure that all residents vacate promptly. (b) Dave noted that the elevator maintenance contract expires in December. Chris was asked to put together a list of possible replacement vendors for Board consideration.

The meeting was adjourned at 7:30 pm.

The board held a brief executive session at the conclusion of the public meeting to discuss payment delinquencies, a proposed change in the terms of the construction loan and a rule change suggestion.

Respectfully submitted,

Don Ellis
Secretary

October 28, 2013