

PROVENCE TOWNHOUSE ASSOCIATION

February 12, 2014 Board of Directors Meeting Minutes

PRESENT: Barbara Galbreath, Eric Holgerson, Sandie Spurlock, Kelly Dunham, and Pam Fey, Board of Directors

Ricardo Lases - Weststar Management, Community Manager

Sheila Pottorn and Michael DeSciouse (Unit 49) – Homeowners

1. **CALL TO ORDER:** The Board of Directors meeting was called to order at 7:00 p.m. at 10000 E Yale Ave Unit 25, Denver CO, 80231. A quorum was established.
2. **HOMEOWNERS FORUM:** Michael DeSciouse reported that the problem with water pooling on his driveways continues.
3. **COMMITTEE REPORTS:** No reports were given.
 - a. **MAINTENANCE COMMITTEE:**
No report was given.
 - b. **LANDSCAPE COMMITTEE:**
No report was given
 - c. **FINANCE/RESERVE STUDY COMMITTEE:**
No report was given
 - d. **ARCHITECTURAL COMMITTEE:**
No report was given
 - e. **SOCIAL COMMITTEE:**
No report was given
4. **RATIFICATION OF JANUARY 8, 2014 BOARD MEETING MINUTES:** The meeting minutes were reviewed. Eric made a motion to approve the January 8, 2014 meeting minutes; Kelly seconded. Motion carried unanimously.
5. **REVIEW CURRENT FINANCIALS:** The Board reviewed the financial statements for the period ending January 31, 2014. Sandi made a motion to approve the financial statements for the period ending January 31, 2014; Eric seconded. Motion carried unanimously.
6. **UNFINISHED BUSINESS**
 - a. **Additional Items from the Board:** Pam informed that the community directory is under production and will be ready to print soon.
7. **NEW BUSINESS**
 - a. **Ratification of 2013 Tree Pruning:** The board reviewed the proposal submitted by Neptune pool for the 2014 – 2015 pool seasons. Barbara made a motion to approved the two year proposal as submitted by Neptune Pools; Kelly seconded. Motion carried unanimously.
 - b. **Additional Items from the Board:** The Board decided to cancel the March 2014 meeting, as there are no pending items.
8. **MANAGER'S REPORT:** The Board reviewed the manager's report.
9. **CORRESPONDENCE:** No additional items were discussed.
10. **EXECUTIVE SESSION:** No executive session was held
11. **ADJOURNMENT:** There being no further business the meeting was adjourned at 7:54 p.m.