

PROVENCE TOWNHOUSE ASSOCIATION

July 9, 2014 Board of Directors Meeting Minutes

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

Ricardo Lases - Weststar Management, Community Manager

Ron Smookler (Unit 28) – Homeowners

1. **CALL TO ORDER:** The Board of Directors meeting was called to order at 7:02 p.m. at 10000 E Yale Ave Unit 27, Denver CO, 80231. A quorum was established.

2. **HOMEOWNERS FORUM:** Parking enforcement was discussed.

3. **COMMITTEE REPORTS:**

a. **MAINTENANCE COMMITTEE:**

No report was given

b. **LANDSCAPE COMMITTEE:**

No report was given

c. **FINANCE/RESERVE STUDY COMMITTEE:**

Ron Smookler presented a brief report of the financial committee, indicating that the representative from Edwards Jones has changed.

d. **ARCHITECTURAL COMMITTEE:**

No report was given

e. **SOCIAL COMMITTEE:**

The 2014 summer party will be held on July 27th.

4. **APPROVAL OF JUNE 10, 2014 BOARD MEETING MINUTES:** The meeting minutes were reviewed. Upon motion duly made and seconded the June 10, 2014 meeting minutes were approved. Motion carried unanimously.

5. **REVIEW CURRENT FINANCIALS:** The Board reviewed the financial statements for the period ending June 30, 2014. Upon motion duly made and seconded the financial statements for the period ending June 30, 2014 were approved. Motion carried unanimously.

6. **UNFINISHED BUSINESS:**

a. **Drainage Proposals - Unit 43 & Pool:** The board reviewed the proposals presented by All Phase Landscape and Cascade Designs to improve the drainage between unit 43 and the pool. The board requested an updated proposal per the photographs presented by a board member.

b. **Additional Items from the Board:** No additional items were brought forward.

7. **NEW BUSINESS**

a. **Drainage Proposals – Units 15 & 16:** The board reviewed the proposal presented by All Phase Landscape to improve the drainage between units 15 & 16. Upon motion duly made

and seconded the proposal was approved as presented by AllPhase, this project is to be paid out of the Reserves account. Motion carried unanimously.

- 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:** The board went into executive session at 8:34
 - a.** The board discussed covenant enforcement for parking and delinquent accounts.
- 11. ADJOURNMENT:** There being no further business the meeting was adjourned at 8:43 p.m.