

# QUAILRIDGE TOWNHOME CONDOMINIUM ASSOCIATION, INC.

## BOARD OF DIRECTORS MEETING

JUNE 9, 2015

### MINUTES

#### I. CALL TO ORDER

The regularly scheduled monthly Board of Directors Meeting of the Quailridge Townhome Condominium Association, Inc. was held June 9, 2015 and called to order at 6:44 pm at the Quailridge Clubhouse, located at 11157 E. West 17<sup>th</sup> Ave., Lakewood, CO 80007. Board Members present were Angie Beiderbecke, Chris Easton, Kathy Jensen, Barbara Mahoney, Beth Meier, and Timothy Marano. Jean Ronald, CMCA, AMS was present representing Weststar Management Corp.

#### II. OWNER FORUM

No owners present at this Board Meeting.

#### III. APPROVAL OF MINUTES

A motion was made by Tim Marano and seconded by Angie Beiderbecke to approve the May 12, 2015 Board of Directors Meeting minutes for the records. All Board members present voted in favor and the motion passed. This set of minutes will be posted on the community website.

In addition, a copy of the draft May 12, 2015 Annual Meeting Minutes were reviewed for accuracy. This set of minutes will also be placed on the Quailridge website and will be presented for approval by the membership at the May 2016 Annual Meeting.

#### IV. FINANCIAL BUSINESS

The May 31, 2015 financials were reviewed and accepted by the Board. It was noted that the number of delinquent accounts continues to decrease. Bank signature cards were signed by Board members prior to calling this meeting to order.

Recent information from the City of Lakewood regarding a Capital Improvement and Preservation Program Fund was distributed to Board members for review and consideration.

#### V. OLD BUSINESS

Document Amendment Proposed Draft – A motion was made by Angie Beiderbecke and seconded by Barbara Mahoney approving the proposed First Amendment of the Declaration of Covenants, Conditions and Restrictions of the Quailridge Townhome Condominiums Association. A special meeting of the membership will be scheduled to begin the process of receiving the completed written consent forms from the membership. Per the Association's Attorney at least 67% of the membership must return the written consent within sixty (60) days of the special meeting date.

Maintenance and Insurance Chart – A motion was made by Timothy Marano and seconded by Angie Beiderbecke approving the final draft of the Maintenance and Insurance Chart

prepared by the Association's Attorney Lansky, Weigler & Porter. All Board members voted in favor and the motion passed. Copies of the Maintenance and Insurance Chart will be posted on the Association's website and also distributed to all owners with the newsletter. Selection of Paint Contractor – Following the bidding process, a motion was made by Barbara Mahoney and seconded by Angie Beiderbecke approving Platte Capital Projects Inc. for the Exterior Repaint project, based on the installment payment agreement attachment to the repainting proposal as follows:

Initial Deposit - \$39,705.50

Progress Payment 50% Completion - \$39,705.50

Remaining at 95% Completion - \$34,033.00 in 18 monthly installments of \$1,890.72

The project includes repainting of the 14 buildings, pool/Clubhouse, trash enclosures, mail Kiosk and garage buildings. Repairs to wood/siding will be charged separately, material and labor/hourly. All Board members present voted in favor and the motion passed.

Roof/Gutter Work Bldg #9 - Update – Premier Roofing Company confirmed that the rains have slowed down the scheduling and work should commence by the end of June to correct flashing, gutter and downspout issues prior to continuing on with buildings #8 and #7.

Painting and Repair of Pool Shed - Update – SPCS completed the work to repaint and repair the pool shed. It was the general consensus of the Board that the work is satisfactory.

Wish List Items for Review – The Board reviewed the list of items submitted by owners at the recent Annual Meeting. Items were prioritized and work orders for gutters, downspouts have been generated to SPCS. A garage sale will be scheduled for September and the cost of pool furniture will be researched.

Other – A summer newsletter was discussed. It was the general consensus of the Board to distribute the newsletter to all residents.

#### VI. NEW BUSINESS

Pool Maintenance and Spa Repair – In addition to repairs needed to the Hot Tub, Carousel Pools will be notified regarding the following contractual services currently not being completed at the pool:

- a. Pool area trash removal, pool area trash containers will be hosed out no less than once a week.
- b. Straightening up and hosing down the pool furniture.
- c. Hosing down the pool deck at least once a week.
- d. Restrooms will be cleaned including being stocked with paper goods and hand soap as needed.

Mail Kiosk – It was stated for the records that there have been two reports of vandalism to the Mail Kiosk.

Tennis Courts – A "Play at Your Own Risk" sign will be posted at the tennis court.

Recycling – The cost for additional recycling services will be researched and presented to the Board.

Other

- a. A motion was made by Tim Marano and seconded by Beth Meier to purchase sectional from Angie Beiderbecke in the amount of \$300.00 for use in the clubhouse.
- b. Board member Barbara Mahoney will research upgrades for the community signage and present to the Board at an upcoming meeting.
- c. The Board scheduled a community walk through on June 23, 2015 at 6:00 pm.
- d. A violation letter was requested due to offensive language at pool area.

VII. CORRESPONDENCE

Association correspondence was reviewed.

VIII. ADJOURNMENT

There being no further business, a motion was made by Angie Beiderbecke and seconded by Beth Meier adjourn the meeting at 8:30 pm

Approved by \_\_\_\_\_

*Barb Mahoney*

date

7.14.15