

South Pearl Commons HOA Budget/Directors Meeting

DATE: September 11, 2013

TIME: 6:30 pm

PLACE: Weststar Management Office Conference Room

6795 East Tennessee Ave, Ste 601, Denver, CO 80224

****South east corner of Monaco and Leetsdale behind Hobby Lobby, tall white building****

MEETING MINUTES:

1. Call meeting to order - 6:59 PM
2. Establish a board quorum - Deb Pruett, Robin DiGrazia and Sue Dugan present; Scott Dubé, Weststar Mgmt; other members present- Richard Pruett
3. Treasures report, review financials, approval of financials - Report from Sue Dugan, a little over budget, proposed not to contribute to reserve for the rest of the year to see where the HOA comes out, Deb 2nd, all in favor
4. Approval of meeting minutes- June 2013 - Sue motioned to accept, Deb 2nd all in favor
5. Manager report - owners and tenants got keys for main doors from rekeying, roofing repairs done (checked roof afterwards, saw no debris or obvious issues undone). Robin commented that Sue should not be doing extra manual labor around the building, Robin worried about Sue getting hurt doing such work. HOA needs to hire others to do this work.

OLD BUSINESS

6. Swamp coolers- ceiling repair bids- Scott with Weststar to get Stefano to look and see what his opinion is on leak before moving forward
7. Carpet- Scott with Weststar to contact Roberts Flooring regarding price of existing carpet replacement
8. Roofing work- work was completed, Scott with Weststar looked around roof for excess debris left from vendor or any obvious issues, none found.
9. Landscaping- Scott with Weststar to contact neighbor regarding fence post replacements
10. Front metal fence- bids- Scott to get bid from RLE, painter that did hallways from a few years ago, Robin will a vendor that she knows- McDade(?)
11. Drain cleaning- unit 106 and 208/108 and 105 done, Drain Genie suggests from third then first floor, \$65 per drain (discounted rate) - Deb motioned to accept this proposal to do all drains, Robin 2nd, all in favor
12. Building rekey, combo changes, front door call box changes- all lock boxes have new codes, only given out to those that are necessary to have codes, front door access code changed and only given to necessary people (Scott with Weststar to change this code once in a while)
13. Any other additional items from the board- Scott with Weststar to contact Sunshine cleaning to clean walls around building, bike marks on doors and walls; Scott with Weststar to have timer checked for front outside lights; back irrigation system will need some work next spring

NEW BUSINESS

14. Tree removal- Board chose to use Mountain High Tree to remove front dead Cottonwood between sidewalk and street on north end as they were cheaper and did tree trimming previously
15. Tree trimming - Scott with Weststar to have Mountain High Tree trim trees away from building and any safety issues
16. New CCIOA law, January 2014 - Scott with Weststar to contact HOA attorney to draft 2014 new collection policy
17. Any other additional items from the board - Deb motioned to accept Tracy Lang's proposal to settle for boiler soffit repairs, Robin 2nd, all in favor; Scott with Weststar to draft letter for this; October smoke and CO detector forms; Scott with Weststar to have Hoa Landscaper to trim bushes off buildings and any safety issues;
18. Meeting adjourned at 7:55 pm