

**STAPLETON FILING 2 TOWNHOME ASSOCIATION, INC.**

June 8, 2009 Board of Directors Meeting Minutes

**PRESENT:** Ann Koerner, Jennifer Spielman and Cary Miller – Board of Directors

Elissa Conger – Weststar Property Management, Property Manager

1. **CALL TO ORDER:** The Board of Directors meeting was called to order at 5:31 pm. A quorum was established.
2. **HOMEOWNER FORUM:** No items were brought up for discussion.
3. **APPROVAL OF MAY 13, 2009 MEETING MINUTES:** The meeting minutes were reviewed. Jennifer made a motion to approve the May 13, 2009 board meeting minutes as submitted; Cary seconded. Motion carried unanimously.
4. **REVIEW CURRENT FINANCIALS:** The Board reviewed the financial statements for the period ending May 31, 2009. Jennifer made a motion to accept the financials for the period ending May 31, 2009 pending an audit; Ann seconded. Motion carried unanimously.
5. **UNFINISHED BUSINESS:**
  - a. **Action Items:** No action items at this time.
  - b. **ACC Contract:** The Board withdrew the previous approval of the ACC landscaping contract due to a discrepancy in the monthly price versus total price. The Board tabled the acceptance of the revised contract pending additional information from ACC regarding the total cost, pruning of trees above 12' and miscellaneous items.
  - c. **L.R.Compton – 2007 & 2008 Audit:** The Board reviewed the draft of the 2007-2008 audit. Cary made a motion to accept the audit for 2007 & 2008 as submitted; Ann seconded. Motion carried unanimously.
  - d. **Maintenance Request – 8020 E. 29<sup>th</sup> Ave.:** The Board discussed the maintenance obligations regarding interior repairs and previous precedents. The Board approved the draft letter with changes to be mailed to the owner at 8020 E. 29<sup>th</sup> Ave. regarding the interior repair request.
  - e. **Additional Items From The Board:** No additional items at this time.
6. **NEW BUSINESS:**
  - a. **Insurance Renewal:** The Board reviewed the insurance renewal proposal provided by Willis HRH. Ann made a motion to approve the renewal with a \$2 million limit and \$2,500 deductible; Jennifer seconded. Motion carried unanimously. The property manager was asked to obtain quotes for umbrella insurance as well.
  - b. **Additional Items From The Board:** No additional items at this time.
7. **CORRESPONDENCE:** Reviewed and no additional questions.
8. **ADJOURNMENT:** There being no further business the meeting was adjourned at 6:45 pm.