

STAPLETON FILING 2 TOWNHOME ASSOCIATION, INC.

July 7, 2009 Board of Directors Meeting Minutes

PRESENT: Ann Koerner and Cary Miller – Board of Directors

Elissa Conger – Weststar Property Management, Property Manager

John Olenberger – Owner

ABSENT: Jennifer Spielman – Board of Directors

1. **CALL TO ORDER:** The Board of Directors meeting was called to order at 5:45 pm. A quorum was established.
2. **HOMEOWNER FORUM:** A hearing was held regarding the maintenance request for 8020 E. 29th Ave. The owner was in attendance and presented information concerning the request for interior repairs related to a roof leak. The Board thanked the owner for attending and indicated they would discuss and review the information presented. The owner will be contacted in writing regarding the Board's decision. No additional items were discussed.
3. **APPROVAL OF JUNE 8, 2009 BOARD MEETING MINUTES:** The meeting minutes were reviewed. Ann made a motion to approve the June 8, 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 June 30, 2009. Cary made a motion to accept the financials for the period ending June 30, 2009 pending an audit; Ann seconded. Motion carried unanimously.
5. **UNFINISHED BUSINESS:**
 - a. **Action Items:** Discussion was held regarding the installation of Denver Water signs in the common area, the manager was asked to inspect and send letters as necessary. Discussion was held regarding payment of cobble repairs and replacement of dead trees being a reserve expense, the manager was asked to investigate further with the accountant.
 - b. **ACC Contract:** The Board reviewed the corrected ACC contract; tabled pending a review of the quantities to determine amount of proposed increase.
 - c. **Additional Items From The Board:** No additional items at this time.
6. **NEW BUSINESS:**
 - a. **Umbrella Insurance Quotes:** The Board reviewed the umbrella insurance quotes provided by Willis HRH; tabled due to budgetary concerns. The Board will revisit the umbrella insurance quotes during the preparation of the 2010 budget.
 - b. **Fine Waiver Requests:** The Board reviewed the fine waiver requests and determined:
 - i. 8122 E. 29th Ave. – Ann made a motion to waive the fines on the condition that the owner supply the manager an alternative mailing

address to ensure all correspondence will be received in a timely manner in the future. Cary seconded; motion carried unanimously.

- ii. 8360 E. 29th Ave. – Ann made a motion to waive the fines on the condition the lights are removed. Cary seconded; motion carried unanimously.

c. Additional Items From The Board:

- i. The Board reviewed the information presented at the hearing for 8020 E. 29th Ave. After consideration of the facts presented the Board determined that the owner is responsible for the interior repairs of the unit pursuant to previous precedents. The manager was asked to draft a letter for review and approval by the Board prior to sending to the Owner.
- ii. The manager was asked to inspect several large planters placed in the common areas; planters are to be located on the concrete entrance areas only. The manager was asked to send letters as necessary.

7. CORRESPONDENCE: Reviewed and no additional questions.

8. ADJOURNMENT: There being no further business the meeting was adjourned at 6:45 pm.