

STAPLETON FILING 2 TOWNHOME ASSOCIATION, INC.

August 12, 2010 Board of Directors Meeting Minutes

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

Elissa Conger and Ricardo Lases– Weststar Property Management, Property Manager

1. **CALL TO ORDER:** The Board of Directors meeting was called to order at 6:03 p.m. at the Stapleton Master Association Community Room, 2823 Roslyn St., Denver, CO, 80238. A quorum was established.
2. **HOMEOWNER FORUM & HEARINGS:** No items were brought forward.
3. **APPROVAL OF JULY 8, 2010 BOARD MEETING MINUTES:** The meeting minutes were reviewed. Jennifer made a motion to approve the July 8, 2010 board meeting minutes as submitted; Cary seconded. Motion carried unanimously.
4. **REVIEW CURRENT FINANCIALS:** The Board reviewed the financial statements for the period ending July 31, 2010. Jennifer made a motion to approve the financial statements for the period ending July 31, 2010 pending an audit; Cary seconded. Motion carried unanimously.
5. **UNFINISHED BUSINESS:**
 - a. **2010 Concrete Replacement Bids:** The Board decided to request a reviewed bid from Meadows. Manager was requested to obtain the reviewed bid and to send over email to board to make a decision.
 - b. **2010 Exterior Painting Proposals:** The exterior painting proposal from Decorex was approved with the three year plan; The Board requested that Decorex identify the worst three buildings and begin the project with those buildings. The Board requested management to investigate if the contractor can jump from building to building versus painting buildings in a row without additional charges. Syracuse was requested to leave for the last phase due to the conditions of the paint in this building. Jennifer made a motion to approve the paint proposal in three phases; Ann seconded. Motion carried unanimously.
6. **NEW BUSINESS**
 - a. **Manager Action Items:** The manager's action item list was reviewed. The Board requested an update of when the reserve study will be completed. The Board also requested three bids for snow removal and landscape bids from JPL, CTM, and Premier Landscape. The Board requested a letter be sent to Brian Bartlett letting him know that based on the legal opinion that was received from the attorney, the homeowner is responsible to make the repairs of his deck as it is a structural repair. The Board decided to hold the 2010 Annual meeting on November 9th, 2010 at 5:30 pm at the Stapleton Master Association Community Room at 2823 Roslyn St.
 - b. **2010 Audit/tax proposal:** The proposal for the 2010 audit/tax preparation was reviewed. Jennifer made a motion to approve the proposal; Cary seconded. Motion carried unanimously.

- c. **Additional Items from the Board:** No additional items were brought forward.
- 7. **CORRESPONDENCE:** Reviewed and no additional questions.
- 8. **ADJOURNMENT:** There being no further business the meeting was adjourned at 6:48 p.m.