

STAPLETON FILING 2 TOWNHOME ASSOCIATION, INC.

September 14, 2010 Board of Directors Meeting Minutes

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

Ricardo Lases– Weststar Property Management, Property Manager

1. **CALL TO ORDER:** The Board of Directors meeting was called to order at 5:35 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 AUGUST 12, 2010 BOARD MEETING MINUTES:** The meeting minutes were reviewed. Jennifer made a motion to approve the August 12, 2010 board meeting minutes upon corrections were made. Cary seconded. Motion carried unanimously.
4. **REVIEW CURRENT FINANCIALS:** The Board reviewed the financial statements for the period ending August 30, 2010. Jennifer made a motion to approve the financial statements for the period ending August 30, 2010 pending an audit; Cary seconded. Motion carried unanimously.
5. **UNFINISHED BUSINESS:**
 - a. **Additional Items from the Board:** No additional items were brought forward.
6. **NEW BUSINESS**
 - a. **2011 Budget Draft:** The Board reviewed the draft of the 2011 budget. The board tabled the adoption of the 2011 budget until Reserve Study and landscape proposals for 2011 are presented.
 - b. **Snow Removal Bids:** The Board reviewed the two proposals presented by management. The Board decided to wait until we received one more bid from another contractor. Management was also requested to obtain bids for grounds maintenance for 2011 to those companies that have submitted snow removal bids.
 - c. **8190 E 29th Ave – Interior Repairs Request:** The Board reviewed the request from the owner at 8190 E 29th Ave to perform interior repairs to his unit. Jennifer made a motion to deny the request for interior repairs, as this is not the Association's responsibility. Ann seconded. Motion carried unanimously.
 - d. **Manager Action Items:** The Board decided to re-schedule the 2010 Annual meeting to November 15th, 2010 at 6:00 pm at the Stapleton Master Association Community Room at 2823 Roslyn St.
 - e. **Additional Items from the Board:** The Board requested an update on the Insurance Guidelines and the Maintenance Chart. Management was requested to search for these documents and present them to the board at the next board meeting.
7. **CORRESPONDENCE:** Reviewed and no additional questions.
8. **ADJOURNMENT:** There being no further business the meeting was adjourned at 6:53 p.m.