

STAPLETON FILING 2 TOWNHOME ASSOCIATION, INC.

October 20, 2010 Board of Directors Meeting Minutes

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

Derrick Taylor – Board President of the Stapleton Rowhomes

Ricardo Lases– Weststar Property Management, Property Manager

1. **CALL TO ORDER:** The Board of Directors meeting was called to order at 5:44 p.m. at 7960 E 29th Ave, Denver, CO, 80238. A quorum was established.
2. **HOMEOWNER FORUM & HEARINGS:** No items were brought forward.
3. **APPROVAL OF SEPTEMBER 14, 2010 BOARD MEETING MINUTES:** The meeting minutes were reviewed. Ann made a motion to approve the September 14, 2010 board meeting minutes. Jennifer seconded. Motion carried unanimously.
4. **REVIEW CURRENT FINANCIALS:** The Board reviewed the financial statements for the period ending September 30, 2010. Jennifer made a motion to approve the financial statements for the period ending September 30, 2010 pending an audit; Ann seconded. Motion carried unanimously.
5. **UNFINISHED BUSINESS:**
 - a. **Snow Removal Bids:** The Board reviewed the proposals presented by management. Ann made a motion to approve the contract from Premier Landscape for 2011 ground maintenance and for snow removal for the 2010-2011 season. Jennifer seconded. Motion carried unanimously.
 - b. **2011 Budget Draft:** The Board reviewed the draft of the 2011 budget. Jennifer made a motion to approve the proposed budget for 2011 to increase the monthly dues to \$175.00. A few changes were requested, an increase to the building maintenance line item and more funds to the Reserves. Ann seconded. Motion carried unanimously.
 - c. **Additional Items from the Board:** No additional items were brought forward.
6. **NEW BUSINESS**
 - a. **Reserve Study:** The draft of the Reserve Study was reviewed. The board asked if we needed to include in the Reserve study items that are not the Association's responsibility, such as wooden railing, etc. Management to check with Aspen Reserves.
 - b. **Notice of Annual Meeting and Insurance Guidelines:** Ann volunteered to draft a letter regarding the insurance guidelines to be included with the notice of the annual meeting.
 - c. **Manager Action Items:** The manager's action item list was reviewed. No additional items were brought forward.
 - d. **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 8:27 p.m.