

STAPLETON FILING 2 TOWNHOME ASSOCIATION, INC.

December 11, 2012 Board of Directors Meeting Minutes

PRESENT: Bruce Albright, Cary Miller, and Mary Ellen Lederman – Board of Directors

Ricardo Lases – Weststar Property Management, Property Manager

1. **CALL TO ORDER:** The Board of Directors meeting was called to order at 5:41 p.m. at the Backstage Coffee Shop, 1000 14th St., Denver, CO, 80202. A quorum was established.
2. **HOMEOWNER FORUM & HEARINGS:** No items were brought forward.
3. **APPROVAL OF OCTOBER 9, 2012 BOARD MEETING MINUTES:** The meeting minutes were reviewed. Bruce made a motion to approve the October 9, 2012 board meeting minutes. Cary seconded. Motion carried unanimously.
4. **REVIEW CURRENT FINANCIALS:** The Board reviewed the financial statements for the period ending November 30, 2012. Cary made a motion to approve the financial statements for the period ending November 30, 2012 pending an audit; Bruce seconded. Motion carried unanimously.
5. **UNFINISHED BUSINESS:**
 - a. **Additional Items from the Board:** No additional items were brought forward
6. **NEW BUSINESS:**
 - a. **Election of Officers:** Cary made a motion to accept the officers as follows, Bruce seconded; motion carried unanimously:

Cary Miller – President
Mary Ellen Lederman- Vice President
Bruce Albright – Treasurer
 - b. **Tree Pruning Proposal:** The Board reviewed the proposal presented by Swingle Tree to prune all the trees throughout the community. The board requested the opinion of Valley Crest before making a decision.
 - c. **2012 Financial Audit/Tax Preparation Proposal:** The Board reviewed the proposal presented by L.R. Compton to perform the 2012 financial audit and tax preparation. Cary made a motion to approve the proposal submitted by L. R. Compton as presented. Bruce seconded. Motion carried unanimously.
 - d. **2013 Management Contract:** The board reviewed the 2013 management contract. Bruce will like to take review the contract further. Tabled until next board meeting.
 - e. **Additional Items from the Board:** No additional items were brought forward
7. **CORRESPONDENCE:** The board agreed to split the late fees requested from the owner of unit 8112 E 29th Ave.
8. **ADJOURNMENT:** There being no further business the meeting was adjourned at 6:15 p.m.