

## **STAPLETON FILING 2 TOWNHOME ASSOCIATION, INC.**

September 10, 2013 Board of Directors Meeting Minutes

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

Ricardo Lases – Weststar Management, Property Manager

1. **CALL TO ORDER:** The Board of Directors meeting was called to order at 5:30 p.m. at the Backstage Coffee Shop, 1000 14<sup>th</sup> St., Denver, CO, 80202. A quorum was established.
2. **HOMEOWNER FORUM & HEARINGS:** No items were brought forward.
3. **APPROVAL OF AUGUST 13, 2013 BOARD MEETING MINUTES:** The meeting minutes were reviewed. Cary made a motion to approve the August 13, 2013 board meeting minutes. Mary Ellen seconded. Motion carried unanimously.
4. **REVIEW CURRENT FINANCIALS:** The Board reviewed the financial statements for the period ending August 30, 2013. Cary requested to bill Xcel for the sod replacement that was damaged on 29<sup>th</sup> Ave. for a total of \$980.00. Cary made a motion to approve the financial statements for the period ending August 30, 2013 pending an audit; Mary Ellen seconded. Motion carried unanimously.
5. **UNFINISHED BUSINESS:**
  - a. **Additional Items from the Board:** No additional items were brought forward
6. **NEW BUSINESS:**
  - a. **Proposal for Concrete Repairs:** The board reviewed the proposal presented by ASAP Asphalt & Concrete to repair the damaged sidewalk at 8290 E 29<sup>th</sup> Ave. Cary will look at the damaged sidewalk and will report to the board at the next meeting.
  - b. **Snow Removal Proposal:** The board reviewed the proposal presented by Valley Crest to perform snow removal for the 2013-2014 season. Bruce made a motion to approve the snow removal proposal as presented by Valley Crest; Cary seconded. Motion carried unanimously.
  - c. **2013 – 2014 Landscape Proposal:** The board reviewed the proposal presented by Valley Crest for the 2013-2014 landscape maintenance. Valley Crest needs to ensure that weeds are removed per the current contract as well as to clean up between buildings. This item was tabled until next board meeting.
  - d. **Draft of 2014 Budget:** The board reviewed the draft of the 2014 Budget. The board requested proposals for the flicker damages repairs as well as a proposal to replace the damaged shutters in some of the buildings. The board will review the budget and the proposals at the next board meeting.
  - e. **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 6:15 p.m.