

**STAPLETON ROWHOME ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
Date: NOVEMBER 9, 2009**

CALL TO ORDER

The meeting was called to order by Casey Peel at 7:53 p.m. at the Stapleton Community Room. Board meeting followed the 2009 Annual Member Meeting. The following were present:

- HOA Bd: Derrick Taylor, Ron Hammond, Casey Peel, Dan Prather, Rita Temple-Trujillo
- New Bd Members: Tracy Dixon, Jennifer Jessen
- Weststar management: Elissa Conger
- Design Review Committee: John Fleming

APPROVAL OF PREVIOUS MINUTES

- Minutes of the HOA Bd meeting of September 14, 2009 were approved by email as written. Minutes were ratified by motion and approved.

BUDGET

The budget was reviewed. The Audit revealed an accounting issue. Currently the books reflect that the reserve fund "owes" 184K to the operating budget. This appears to be an error made somewhere in the past and not noted. In order to correct this, Dan moved that the Bd "forgive" that "loan". In effect, there will not be a transfer from the reserve budget to the operating budget. Motion was seconded by Casey and approved.

Motion was made to approve the concrete repair noted on page 42 of the materials compiled by Elissa. Funds will come out of the Reserves. Approved.

Page 21: Water/sewer budgeted funds are unexpended (\$1,220 YTD)

Ron brought up the issue of proper accounting for people who don't pay their dues. This should reflect on the Bad Debt line.

Note for next meeting: Ron suggested that the Bd should go through the Unpaid Charges and forgive amounts that are under an amount considered insignificant (TBD). These are often minor money errors that would save on the expense of collection.

It was noted that a couple of properties are involved in foreclosure proceedings and Elissa was asked to review the process for the HOA to collect on unpaid HOA dues. At foreclosure, a super lien will insure recovery of up to 6 months dues. After that, collection can pursue garnishment of wages, though this is often not successful.

2010 Budget was approved.

REVIEW OF CURRENT FINANCIALS

Financials were reviewed and discussed.

UNFINISHED BUSINESS

Elissa provided a printed punch sheet reflecting the current status of issues she's been addressing. Included in the discussion:

- We need to ratify new guidelines for the solar panels so that they can be added to the Design book. Guidelines have largely been done, but need a final review by the Design Committee and approval by the Board.
- A homeowner request that a \$40 late fee be waived because of some confusing and conflicting automatic banking withdrawal issues. The intent of payment by the homeowner was not the issue, but late fees accrued. Moved to waive \$40 late fee to homeowner. Approved.
- Elissa emailed most recent ACC landscape contract and it was approved via email. Motion was made to ratify the vote. So done and approved.
- Snow removal: Derrick will talk with ACC and make a pitch to encourage that as much of snow removal be done by machine to reduce the number of paid man hours.
- In regards to the alley snow removal issued discussed at the Annual Meeting, it was decided to defer any decisions until after the MCA meeting next week. There are important issues to be discussed re: which Association bears responsibility for alley snow removal. It has been under the MCA umbrella to remove alley snow when Denver declares snowfall to meet criteria for emergency conditions. However, they seem to be pushing this on HOAs.

NEW SLATE OF OFFICERS FOR THE HOA BOARD

- President: Derrick Taylor
- Vice Pres Casey Peel
- Treasurer Dan Prather
- Secretary Jennifer Jessen
- Mem-at-Lg Tracy Dixon
- Design Review Committee: John Fleming and Trevor Alyn

CORRESPONDENCE

Reference to page 84 of materials provided by Elissa: Deck repair. Waiting for a report that determines whether the damage is a result of the structure vs the roof. This will clarify responsibility for repair.

Painting reimbursement for water tap: No one has requested the \$5 reimbursement authorized by the Bd for water use during the painting process.

NEXT BD MEETING: January 11, 2010, 6:30 pm. Location TBA

ADJOURNMENT Mtg was adjourned at 8:36 p.m.