

VERSAILLES CONDOMINIUM ASSOCIATION, INC.

October 23, 2013 Board of Directors Meeting Minutes

PRESENT: Allan Wilson, Jeremy Parnacher, Megan Meermans, Jill Kaufman, and Rick Boehm – Board of Directors

Jon Dome (Unit 702), Ryan Willard & Sammy Sauro (Unit 801), Alex Easton (Unit 805) – Unit Owners

Ricardo Lases – Weststar Management, Property Manager

John Napoli – Versailles Accountant

1. **CALL TO ORDER:** The Board of Directors meeting was called to order at 7:02 p.m. at 789 Clarkson St. Denver CO, 80218. A quorum was established.
2. **HOMEOWNER FORUM & HEARINGS:** Jill at unit 901 asked about the roof leaks. Jill and the board were informed that the roof repairs were completed.
3. **APPROVAL OF AUGUST 7, 2013 BOARD MEETING MINUTES:** The meeting minutes were reviewed. Upon motion duly made and seconded the meeting minutes from August 7, 2013 were approved. Motion carried unanimously.
4. **REVIEW CURRENT FINANCIALS:** John Napoli gave a report regarding some of the financial expenses as of September 30, 2013. Alan will look into gas and insurance quotes.
5. **UNFINISHED BUSINESS:**

- a. **Officers Responsibilities:** The board selected new officers as follows:

Jeremy Parnacher – President
Allan Wilson – Vice President
Megan Meermans – At Large
Jill Kaufman – At Large
Rick Boehm – At Large

Jill made a motion to approve the new board positions; Megan seconded. Motion carried unanimously.

- b. **HVAC Report:** A brief report was given regarding the HVAC system. The building circulation pumps are in poor condition and need to be replaced. The pumps have been ordered by Evans Redmond and will be installed upon arrival.
- c. **Owner Occupancy Bylaw Update/Limited Amendment and Restated Declaration:** The board was informed that all the legal documentation has been processed by the legal consul of Versailles Condominiums. John Napoli will send an updated report to management of the owner occupancy reflecting the current 26 rental units. A notice of when this amendment is taking place will be send to all unit owners.
- d. **Additional Items from the Board:** No additional items were brought forward

6. NEW BUSINESS:

- a. **Scheduled Board Meetings:** The Board decided to meet the first Wednesday of every month. The next board meeting will be held on December 4, 2013.
- b. **Rules and Regulations Update:** Jeremy has been working on the update of the Rules and Regulations. He will send the changes via email to the board.
- c. **Ratification of Snow Removal Contract:** Upon motion duly made and seconded the contract for Snow Removal for the 2013-2014 season from Lighting Mobile was approved. Motion carried unanimously.
- d. **Adoption of Collection Policy:** The board reviewed the draft of the Collection Policy submitted by HidmanSanchez. Rick made a motion to adopt the Collection Policy as drafted by HidmanSanchez; Jill seconded. Motion carried unanimously.
- e. **Proposal to Repair Damages of Staircase:** The board reviewed the proposal presented by 5280 Drywall Repair to fix the damages caused by a roof leak. It was agreed that we would wait until we get more rain and/or snow to ensure the repairs were taking care of, and then proceed with the repairs.
- f. **Additional Items from the Board:** The board decided to transition the Versailles website to Weststar's Management website.

Allan proposed hiring John Napoli to perform duties as a Business Manager for the HOA. One of his responsibilities would be to perform building inspections 3 times per week. Job Description/Statement of Work will be provided for Board review. Jill made a motion to hire John; Allan seconded. Motion carried unanimously.

Allan made a motion to price the fitness equipment; Jeremy seconded. Motion carried unanimously.

7. CORRESPONDENCE: Reviewed and no additional questions.

8. ADJOURNMENT: There being no further business the meeting was adjourned at 9:15 p.m.