

Hiland Hills Townhouse Owners Association
Board of Directors Minutes
July 21, 2009

The monthly Hiland Hills Townhouse Owners Association Meeting was held at the Hiland Hills Townhouse Clubhouse, 7995 E. Mississippi Avenue in Denver, Colorado, on Tuesday, July 21, 2009.

Board Members Present

President	Suzy Koch
Vice President	Naomi Geidel
Treasurer	Rudy Nunez
Member at Large	Laura Gilman
Member at Large	Ella Averbukh

Board Members Absent

Secretary	Charmayne Smith
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Board Member Quorum

A quorum of the Board Members was present.

Property Personnel Present

Property Manager	Nikki Redman
Maintenance	George Thomas

Homeowners Present

13 Homeowners were present: Inga McKinnon, Charlotte Radel, Kathleen Derussy, Joy Giles, Shannon Huehn, Linda Conforti, Anne Malouf, June Staton, Dennis Gartland, Ned Coons, Jan Leghman, Radee Fraizer, Cristina Ortiz.

Call To Order

Suzy Koch called the meeting to order at 6:34pm.

Introduction of new Property Manager and Maintenance Manager

Nikki Redman and George Thomas gave brief introductions of themselves and their work history.

Approval of April 2009 Minutes

Tabled.

Financial Report

Rudy reported the following:

The Association ended under budget of \$25,000.00.

#1 expense - Gutters at \$675.00

Currently working on the investment proposal.

There were letters sent out to homeowners that had credits on their accounts either asking if the homeowner would like to use their credit towards their dues, or if they would like to be reimbursed.

Property Manager Report

Nikki reported what work had been completed throughout the week of July 13, 2009 – July 17, 2009.

Maintenance Manager Report

George reported major projects that are to be completed throughout the community as well as work that was completed throughout the week of July 13, 2009 – July 17, 2009.

Old Business

Roofs: Caleb's Maintenance submitted four bids for work to be done of the roofs for a total of \$5,530.00. Laura motioned to have to work completed for the sum of \$5,530.00. Naomi seconded. The motion was approved unanimously.

Sewers: Colorado Sewers submitted a bid for all of the sewers to be cleaned out for the sum of \$4250.00 for twice a year cleaning. Laura motioned to have the sewers cleaned out at \$4,250.00. Ella seconded. The motion was approved unanimously.

Sprinklers: Many homeowners have noted that the sprinklers have not been working properly. The south side of Building G is not working and is in need of attention.

Termites: It was reported by homeowners that there might be an infestation of termites in some of the buildings. The Board directed Nikki to call the pest control company to come out and assess what is going on and what will need to be done.

New Business

Removal of Juniper Bush: The homeowner in F6 would like to remove the juniper bush in between units F6 and F8. Ella moved to approve the removal of the juniper bush contingent on documentation of what contractor will be performing the work and a signed letter stating that if there is any damage done to the common grounds, she will be responsible to fix it. Rudy seconded. The motion was approved unanimously.

Answering Service: The Board has looked into obtaining an answering service and cancelling the emergency phone. This way, the Association will save time and money. So far, there have been two different companies that charge \$49.00 a month and \$100.00 a month.

Summary of Board: The Board has been working on a manual for the property manager as well as the maintenance manager. This manual includes communication guidelines as well as a benefits package.

Building Captains Report: None.

Neighborhood Watch: Naomi stated that she has been speaking with a police officer about what it would take to have a neighborhood watch. Naomi indicated that there would need to be a 75% participation rate in order to have a neighborhood watch. If the participation rate reaches 75%, there will be classes that will be held by a police officer.

Asphalt: George stated that he is completing more research on how to patch some of the asphalt that is in need to patching.

Solicitation: The Association is a “No Soliciting” community. The Board directed Nikki to obtain a “No Solicitation” sign.

Homeowner Forum: Ned stated that he see’s an ice cream truck coming through the community from time to time and he stated that Ice Cream trucks are banned in the city and county of Denver.

Linda stated that she would like to have the tree transplanted from inside of the fence to the outside of the fence.

Many homeowners inquired as to where Pam and Jacob went. The Board stated that they were given exit letters due to their job performance.

Adjournment

There being no further business, Suzy moved to adjourn the meeting at 8:01pm. Laura seconded. The motion was approved unanimously.