

Hiland Hills Townhouse Owners Association

Board of Directors Minutes

November 10, 2009

The monthly Hiland Hills Townhouse Owners meeting was held at the Hiland Hills Townhouse Clubhouse, 7995 E. Mississippi Avenue in Denver, Colorado on Tuesday, November 10, 2009.

Board Members Present

President	Suzy Kock
Vice President	Naomi Geidel
Treasurer	Ella Averbuch
Secretary	Charmayne Smith
Members at Large	Laura Gilman

A quorum was present

Property Personnel Present

Property Manager	Solena Hernandez
Maintenance	George Thomas

Homeowners Present

Call to Order

Meeting was called to order at 6:36.

Approval of October Minutes

Ella/Laura/Pass

October Financial Report

Revenue \$44,47.13
Expenses \$49,20565
-\$4,450.52 for November
Net profit for past 4 months: \$40,000
Biggest expenses: storm drains \$10,000, water \$7,725

Managers Report

November 1 -9

Met with Suzy and Charmayne for training/
Worked with George on upcoming and existing projects.
Spoke with roofing, electrical, and alarm monitoring companies.
Numerous phone calls, impromptu meetings and emails regarding insurance.
Cleaned up and organized property emails, reading them as I organized.

Re-arranged tenant files, began organizing other files.
Marked off and filed away Smoke Detector Compliance Certificates.
Sent reminder letter about Smoke Detector Compliance certificate.
Various training sessions via phone, email and in person with Suzy and Merle.
Spoke with Mike from Orkin on the phone and in person regarding payment and last unit to be completed. Sent email to attorney regarding pest control
Walked buildings D, H, F, E and F for violations and familiarity.
Read through Declarations, Bylaws, rules and regulations. Read through past minutes and agendas
Introduced myself to several residents as they picked up mail

Maintenance Report

Clean leaves from roofs and balconies on buildings
Shut down and winterize sprinkler system.
Insulate main waterline – A Building sprinkler system.
Replaced ballast for overhead pool light
Cleaned and repaired several gutter systems
Removed snow from walkways and added ice melt/serviced snow blowers.
Met with Caleb's regarding roof repairs.
Cut down and removed fallen tree.
Repair, paint soffit and gutters.
Patched 21 potholes.

Outdoor lights-no power to pool lights. Working with Hinton to resolve.

Wiring and Insurance

Insurance-covering aluminum wiring \$78,000 premium no time limit. Update buildings to copalum starting in January.
Pigtailing would have to redo in 3 years
Letter to go out to homeowners with details
Hinton Sr is certified in procedure, other employees are in training
Buildings C & J will be among first buildings done because they have fewer units.
Possible increase in dues to offset some of expense of upgrades: \$20-25 per month
Question: assurance that change in members of board won't change conditions of plan for upgrading electrical. Details to be put in writing and made binding on future boards.

Smoke Detectors Certificates

Violations will be issued to noncompliant units.

Termites

All units in F Building have been treated for termites except one.
Authorize legal action?

Ella/Laura/pass
Entry light repair?
Cost \$1,095
Ella/Laura/pass

New Business

Doggy Park
Proposed dog park for residents
Small investment, possible fund raiser to finance
Estimated cost: \$300-400
Concerns: location, sanitation, health problems for the dogs. Will post sign up list to gauge community interest.

Homeowners Forum

Loose dogs Pack of three reported running loose. Suzy suggested calling Humane Society, authorities.

Rent Clubhouse for activities? 25-30 person capacity.

Adjourn
7:28