

Hiland Hills Townhouse Owners Association
Board of Directors Minutes
September 15, 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, September 15, 2009.

Board Members Present

President	Suzy Koch
Vice President	Naomi Geidel
Treasurer	
Secretary	Charmayne Smith
Member at Large	Ella Averbukh

Board Members Absent

Member at Large	Laura Gilman
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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

Call To Order

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

Approval of August 2009 Minutes

Ella motioned to approve the March 2009 minutes as written. Naomi seconded. The motion was approved unanimously.

Appointment of New Board Member

Rudy Nunez resigned from the Board on September 2, 2009

Gennady was appointed to fill vacancy.

Financial Report

Property Manager Report.

Walk through of property

Completed August 11 meeting follow up

Created Board packets

Maintenance meetings, update on ongoing projects

Completed minutes and to do list from August meeting

Went to LCM to pick up checks and other materials

Updated owners list for renters. The homeowners list is current and up to date. We are now down to 32-33% rentals

Completed and distributed newsletter for August

Logged receipts and invoices on computer, given originals to Merle and faxed her a copy of the logs.

Emails to Board concerning specific items that have arisen

Went to Lowe's, Home Depot and Office Max for supplies for the office and too complete the upper and lower apartments

Filing

Advertised Lower apartment on various sites as well as obtaining a For Rent sign

Met with various contractors

Mailed pig tailing letters. Also contacted state electrical board about what exactly the Association needs to do. Pig tail? Or obtain aluminum rated outlets and switches?

Maintenance Manager Report

Shingles

Carpet

Grass seed

Apartments

Bushes trimmed

Broken sprinklers will be repaired in-house

Estimated price for installing 70 ft 8" wall SW corner of complex (\$1.70 per brick) \$300 total

New pool light ballasts to be installed

Median on Mississippi in front of complex --disagreement with City as to who is responsible for maintaining median. Working with Elaine Tapp, Tapp's Garage, to share maintenance and pursue options with City

Treasurer's Report

Biggest expenses:

Roofing

Administration

Old Business

Tree pruning & spraying

Pigtailing

4 bids. Estimated hours per unit 4-6 hours

Need to determine if bids include outside lights

Motion for Association to pay for project Ella/Naomi/passed

No Solicitation signs—

Also “Icy Area” signs

Total cost: \$92.80

Ella/Naomi/pass

F7 lease request

Complex is at 32-33% rentals

Request does not meet requirements of hardship lease under Hiland Hills Declarations

Gennady/Naomi/pass

Termites, Building F

Bid from Orkin to treat Building F for termites \$6,478

Naomi/Ella/pass

New Business

Snow removal 1 bid received, 3 bids to be received within week . Will be voted by email

Fee Waiver

Waive fine, smoke detector

Ella/Gennady/pass

Thanks to Dennis for donation of extension ladder and orange vest (for use while maintaining medium on Mississippi)

Homeowners Forum

Question: need to get approval from Board for new air conditioner

Advised homeowner to submit proposal since air conditioning units are external

Concerns over status of F18 -- signs of activity in unit that is supposed to be unoccupied

Adornment

There being no further business, Suzy adjourned the meeting at 8:05.