

Carriage Homes at Stapleton
Board of Directors Meeting Minutes
Meeting held Smart Space
2371 Central Park Blvd., Denver, CO 80238
April 27, 2016

Meeting called to order at 6:30 p.m. by Paul Gladstone. Quorum of the Board of Directors established. Minutes were taken and transcribed by Debra Vickrey.

Board members present: Paul Gladstone, Steve Petso, Warren Lee, and Dexter Meyer

CPMG Staff: Debra Vickrey, Association Manager and Lina Kyle, Deputy Project Manager

Meeting Minutes: March 28, 2016

- **Motion** to approve the meeting minutes was made by Steve Petso, seconded by Paul Gladstone and passed unanimously.

President's Report: Paul Gladstone

- Paul spoke to this being a new era for the Association and he was looking forward to working on improving the condition of the property and relationships with our owners by the new management company.

Association Managers' Report: Debra Vickrey

- Debra gave an update on daily operations and the transition from the previous management company.

Homeowner Forum: No attendees

Discussion Items:

- The Board made additional suggestions for articles for the newsletter. A draft will be sent to the board by 05/06/16.
- The Board and CPMG discussed responses to the insurance carrier's loss control report.
- It was agreed that the Design Review process will be chaired by Warren Lee and the Board will serve as the Architectural Committee.
- **Motion** to engage the Association attorney to revise the nine governance policies required by law was made by Paul Gladstone, seconded by Dexter Meyer and passed unanimously.

Contracts:

- **Motion** to ratify the Board's approval of the 2016-2017 Valley Crest landscape maintenance proposal in the amount of \$17,328.00 was made by Steve Petso, seconded by Warren Lee and passed unanimously.

- **Motion** to ratify the 2016 CPMG Management Agreement in the amount of \$13,395.00 was made by Dexter Meyer, seconded by Steve Petso and passed unanimously.
- The Board declined the Valley Crest plant replacement proposal but will proceed to identify all dead plantings and remove them. The Board directed CPMG to provide proposals from landscape architects for a master plan to improve the landscaping community wide which will guide future plantings.
- **Motion** to approve the Valley Crest proposal in the amount of \$1,020.00 for backflow inspections required by Denver Water was made by Dexter Meyer, seconded by Warren Lee and passed unanimously.

Financials/Legal:

- The Board reviewed the HMI March 2016 financials.
- The Board received the 2015 draft audit and is awaiting additional information before approval.
- The Board declined the Lee Public Accounting engagement for the 2016 taxes and audit. CPMG was directed to get proposals from other accounting firms.
- **Motion** to engage Moeller Graf as the Association attorney was made by Dexter Meyer, seconded by Paul Gladstone and passed unanimously.

Architectural Requests: None

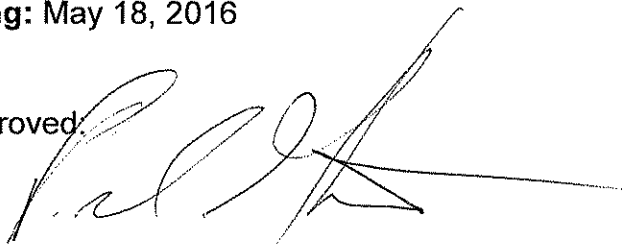
Correspondences: None

Hearings: None

Adjournment: 8:45 p.m.

Next Meeting: May 18, 2016

Minutes approved.



Paul Gladstone, President

5/19/16
Date