

Columbine Townhouses One Homeowners Association

Board of Directors Meeting Minutes

December 4, 2017

St Phillips Church prior to Annual Meeting Littleton CO

Meeting was called to order at 6:00 p.m. by Robin Phillips. Quorum of the Board of Directors established. Minutes taken and transcribed by Virginia Johnson.

Board members present: Robin Phillips, Faye O'Brien, George Austad and Rumi Engineer

Board members absent and excused, Edwin Pedersen

Contractors present: None

CPMG Staff: Virginia Johnson, Association Manager

Homeowner Forum: 0 homeowner in attendance

Items of discussion: recycling, landscaping,

Approval of Meeting Minutes:

- **Motion:** To approve the August 14, 2017 meeting minutes as written was made by Rumi Engineer, seconded by George Austad, and passed unanimously.

Association Manager's Report: Virginia Johnson
Virginia provided update on daily operations.

Business & Discussion Items:

- **Motion:** To ratify the board's decision to approve the Proway bid to clean the gutters for a total cost of \$1350.00 was made by Robin Phillips, seconded by George Austad and passed unanimously.
- **Motion:** To ratify the board's decision to approve the Proway snow removal contract for 2017 - 2018 for costs on a per hour, per storm basis was made by George Austad, seconded by Faye O'Brien and passed unanimously
- **Discussion:** The Board discussed the annual meeting to follow and reviewed the agenda. If quorum is not achieved it was discussed to review what is necessary to change the quorum requirements in the by-laws since no quorum since 2013 and currently quorum is set as a majority of the homeowners (23).
- **Discussion:** the Board discussed the recycle and homeowners are not breaking down the boxes. Board asked CPMG to post a notice to remind homeowners.

Financials/Legal:

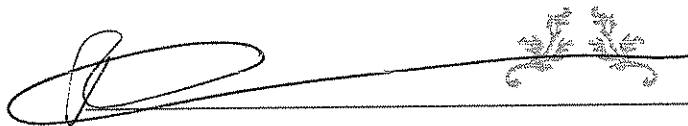
- **Motion:** To accept the August 2017, September 2017, and October 2017 financials as prepared by CPMG, subject to audit, was made by Robin Phillips, seconded by Rumi Engineer, and passed unanimously.

Review: Attorney Status Report was reviewed.

Architectural: None

Adjournment: 6:20 p.m.

Next Meeting: February 12, 2018 at Rumi Engineer's house - 7705 W. GLASGOW PLACE



Minutes approved at February 12, 2018 Board Meeting

