

Columbine Townhouses Two Homeowners Association

Board of Directors Meeting Minutes

October 15, 2019

7732 W Glasgow Pl., Littleton CO

7:00 PM

Meeting was called to order at 7:00 p.m. by Steve Olson. Quorum of the Board of Directors established. Minutes taken and transcribed by Virginia Johnson.

Board members present: Steve Olson, Mary Schneider, Eileen Hoffman, and Mary Swanson

Board members absent and excused:

CPMG Staff: Virginia Johnson, Association Manager

Contractors:

Homeowner Forum: 0 homeowners in attendance –

Approval of Meeting Minutes:

- **Motion:** To approve the August 20, 2019 meeting minutes as written was made by Mary Swanson, seconded by Mary Schneider, and passed unanimously.

Association Manager's Report: Virginia Johnson

Virginia provided update on daily operations.

Action outside of a Meeting:

- Approval of Engineer for possible drainage project
- AC request 7404 S Zepher Ct windows

Business & Discussion Items:

- **Discussion:** The board discussed the increase in Insurance and are interested in looking for different ways to reduce the cost if possible. Moeller Graf will be consulted to see if we can increase the deductible for the Insurance within the Governing documents. They board also would like to explore a resolution assigning the deductible for Insurable losses to the homeowners responsible. The Board would like an Attorney to attend the annual meeting in December.
- **Motion:** to approve the CPMG 2020 contract with no increase was made by Eileen Hoffman, seconded by Steve Olson and passed unanimously.
- **Motion:** to approve the gutter cleaning bid from Proway was made by Steve Olson, seconded by Mary Swanson and passed unanimously.
- **Motion:** to approve the Proway snow removal contract for 2019-2020 was made by Steve Olson, seconded by Eileen Hoffman and passed unanimously.
- **Motion:** to approve the 2020 budget with a 6% increase to offset some of the cost of the increase in Insurance premiums. The increase will be communicated to homeowners with the annual meeting notice.
- **Discussion:** The board is interested in having a meeting with the Insurance Broker to discuss the increase in insurance for 2020.
- **Discussion:** the annual meeting was discussed.

Financials/Legal:

- **Motion:** To accept the August 2019, and September 2019 financials as prepared by CPMG, subject to audit, was made by Eileen Hoffman, seconded by Mary Schneider and passed unanimously.

Review: The Attorney Status Report was reviewed. No accounts currently at Attorney.

Architectural: None

Correspondence: None

Hearings: None

Adjournment: 8:30 p.m.

Next Meeting: December 3rd Annual Meeting