

## Columbine Townhouses One Homeowners Association

Board of Directors Meeting Minutes

November 18, 2019

7705 W Glasgow Pl Littleton CO

Meeting was called to order at 6:06 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 and Rumi Engineer

**Board members absent,** Edwin Pedersen, George Austad

**Contractors present:** None

**CPMG Staff:** Virginia Johnson, Association Manager

**Homeowner Forum: 0** homeowner in attendance

### **Approval of Meeting Minutes:**

- **Motion:** To approve the August 12, 2019 meeting minutes as written was made by Robin Phillips, seconded by Faye O'Brien, and passed unanimously

### **Association Manager's Report:** Virginia Johnson

Virginia provided update on daily operations.

- **Review:** The board reviewed the email and work order reports
- **Informational:** the Comcast check arrived and was deposited into the operation account.
- **Motion:** to approve the CPMG 2020 Contract with no increase was made by Faye O'Brien, seconded by Rumi Engineer and passed unanimously.
- **Discussion:** the meeting notice for the 2020 meetings was discussed and will be published on the web site.
- **Training:** training on strongroom invoices was held with board.

### **Action outside of a meeting:**

- 7801 W Glasgow ac request for windows
- 7905 W Glasgow AC request replace back patio

### **Financials/Legal:**

- **Motion:** To accept the August 2019, September 2019, October 2019 financials as prepared by CPMG, subject to audit, was made by Rumi Engineer, seconded by Faye O'Brien and passed unanimously.

**Review:** Attorney Status Report was not available for review. There are currently no accounts at the Attorney. Also noted there are no units delinquent.

**Adjournment:** 6:45 p.m.

**Next Meeting: February 12 2020**