

Windsong Condominiums Association
Board of Directors Meeting Minutes
Meeting held in the East Clubhouse
September 26, 2016

Meeting called to order at 6:00 p.m. by Dianne Stains. Quorum of the Board of Directors established. Minutes were taken and transcribed by Debra Vickrey.

Board members present: Dianne Stains, Bruce Goldberg, Evie Pottenger, and Shelby Crump

Board members absent and excused: Dwain Irvan

CPMG Staff: Debra Vickrey, CAM, AMS, PCAM - Association Manager

Meeting Minutes: July 25, 2015

- **Motion** to approve the meeting minutes was made by Shelby Crump, seconded by Bruce Goldberg and passed unanimously.

President's Report: None

Association Managers' Report: Debra Vickrey

- Debra gave an update on daily operations.
- She gave a brief summary of the roof claim process for hail damages.

Homeowner Forum – 6 attendees

- There were request to make certain the trees over the roofs were trimmed before winter
- Maintenance items were discussed
- Concerns were raised about the dead junipers near the building being a possible fire hazard.

Discussion Items:

- The Board agreed the revision to the rules and regulations was complete and ready to be posted to the website for owner comments.
- **Motion** to ratify the Board's approval to engage Pivot Adjusters, a public adjuster, to assist with the roof claim was made by Dianne Stains, seconded by Shelby Crump and passed unanimously.
- **Motion** to ratify the Board's approval to select WDR Construction as the contractor to work with the public adjuster and the insurance carrier adjuster to negotiate an adequate scope of work for the roof claim, and to install the roof replacement upon the receipt of insurance proceeds, was made by Dianne Stains, seconded by Shelby Crump and passed unanimously.

Contracts:

- **Motion** to ratify the WDR Construction proposal in the amount of \$1,811.68 for car impact repairs at unit 1503-1504 was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.
- **Motion** to ratify the WDR Construction proposal in the amount of \$2,091.98 for repairs at unit 2505-2506 for damages from gutters was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.
- **Motion** to approve the Supreme Commercial proposal in the amount of \$7,815.00 for sprinkler repairs in the common area at building 3300 was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.
- **Motion** to approve the Supreme Commercial proposal in the amount of \$6,995.00.00 for landscaping repairs was made by Evie Pottenger, seconded by Shelby Crump and passed unanimously.
- **Motion** to approve the Supreme Commercial 2016-2017 snow removal contract was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.
- **Motion** to approve the Supreme Commercial 2017 landscape contract in the amount of \$51,577.00 was made by Dianne Stains, seconded by Shelby Crump and passed unanimously.
- **Motion** to approve the Mountain High Tree proposal in the amount of \$4,825.00 to remove dead trees was made by Evie Pottenger, seconded by Dianne Stains and passed unanimously.
- **Motion** to approve the Heritage Roofing proposal in the amount of \$4,400.00 for gutter cleaning was made by Dianne Stains, seconded by Shelby Crump and passed unanimously.
- **Motion** to approve the Arapahoe County Security pool gate repairs in the amount of \$2,362.96 was made by Bruce Goldberg, seconded by Dianne Stains and passed unanimously.
- **Motion** to approve the Shield Services proposal in the amount of \$7,181.00 to replace the pool lock with a wireless unit was made by Bruce Goldberg, seconded by Dianne Stains and passed unanimously.

Financials/Legal:

- **Motion** to approve the 2017 budget, with no dues increase, was made by Dianne Stains, seconded by Shelby Crump and passed unanimously.
- **Motion** to ratify the Board's approval to send the following accounts to attorney Moeller Graf for collections was made by Evie Pottenger, seconded by Shelby Crump and passed unanimously;
 - Unit 1205
 - Unit 1705
 - Unite 3205
- **Motion** to approve the July and August financials prepared by CPMG, subject to audit, was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.

Architectural Requests: None

Correspondences: No action required

Hearings:

- **Motion** to assess the fines for the following units was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously;
 - 307 – 1st violation for pet waste
 - 307 – 2nd violation for pet waste
 - 1702 – 2nd violation loose cables
 - 1703 – 2nd violation pet running loose
 - 2208 – 2nd violation pet tether
 - 2209 – 2nd violation satellite dish on roof
 - 2306 – 3rd violation front door trim damage
 - 3302 – 2nd violation for noise
 - 3406 – 2nd violation for toys at front entry
 - 3406 – 3rd violation for toys at front entry
 - 3805 – 2nd violation cigarette butts in common area
 - 3807 – 2nd violation for patio shrub encroaching neighbor
 - 3903 – 2nd violation slider screen off track

- **Motion** to waive the fines for the following units was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously;
 - 201 – 1st violation for pet running loose
 - 603 – 3rd violation for damaged window screen
 - 1101 – 3rd violation items in the common area
 - 1102 – 2nd violation toys in common area / waive previous fine
 - 1102 – 3rd violation toys in common area
 - 1303 – 3rd violation items on patio
 - 1603 – 2nd violation items behind patio
 - 2106 – 2nd violation for loose cables
 - 3108 – all violations – attorney action
 - 3306 – 1st violation pet waste
 - 3812 – 2nd violation motorcycle parts on asphalt

Adjournment: 7:30 p.m.

Next Meeting: November 28, 2016 at 6:00 pm in the East Clubhouse.

Minutes approved:



Dianne Stains, President

11-28-16

Date