

**BOARD OF DIRECTORS
MINUTES OF MEETING
July 9, 2013**

A regular meeting of the Star Canyon Condominium Homeowners Association, Inc. was held on July 9, 2013, located at 9796 W. Freiburg Dr. Unit B, Littleton, Colorado.

Roll Call, Call to Order – President Bader called the meeting to order at 6:00 PM. Members present: Chris Bader, Petra Turpin & Betty McGinnis. Members absent and excused: All present. Others present: Homeowners per sign in sheet, Candice Jackson from KC & Associates, LLC, Community Association Manager.

President Bader noted that a quorum was present necessary to conduct the business of the Board and the Association.

I. Open Forum

- A. Homeowner of 9815 #A requested to have Management send via email, the current Reserve Cash Deposits amounts, locations and expirations of each. Management will send the requested information.
- B. Members present asked for clarification on the responsibility of maintenance for the exterior stucco. President Bader explained that the Association is responsible and is currently working on proposals for repairs.

II. Board Members Reports - Nothing to report.

III. Review of Minutes – Following review and discussion, by general consent, the Board approved the minutes of the May 14, 2013 regular meeting as presented.

IV. Financial Report & Accounts Payable

- A. The unaudited financial report was reviewed setting forth the cash deposits, investments and budget analysis through the period June 30, 2013. Following review, the Board approved by general consent the accounts payable items totaling \$8,151.88. The Association's current reserve amount is \$376,210.78.

V. Unfinished Business

- A. **Finalize Reserve Study Draft** – Following review and discussion, by general consent the Board approved the amended Reserve Study Draft, unanimously.

VI. New Business

- A. **Crack & Seal Coating Proposals** – Following review and discussion, the Board of Directors will review and compare the proposals set forth and repairs will be completed in 2013.
- B. **Concrete Proposals**- Following review and discussion, the Board of Directors tabled this item until the next Board Meeting, September 10, 2013.
- C. **Stucco Proposals**- Following review and discussion, the Board of Directors are working on proposals to repair the stucco damage and will repair the worst cases in 2013.

D. VMS Electronic Signatures- Following review and discussion, by general consent, the Board approved using the Voice Management Systems for reviewing and approving invoices and issuing checks with electronic signatures. The process would include two Board Members approval for reviewing invoices and processing the checks electronically.

VII. Committee Reports

- A. Social Committee** – Happy Hour is scheduled for the month of July and a notice with the time and location, will be posted accordingly.
- B. Landscape Committee** – The spraying of shrubs and trees will commence July 10, 2013.
- C. Reserve Study Committee** – Nothing to report.

VIII. Miscellaneous Items/Announcements

- A.** The next Regular Board Meeting will be held September 10, 2013 at 6:00 PM, located at 9796 W. Freiburg Dr. Unit B, Littleton, Colorado.
- B.** The Board of Directors requested a proposal from Integrity Painting, for the gas meters and pipes. Management will obtain the request set forth.
- C.** The Board of Directors asked Management to place the Annual Meeting Notice on the Agenda for the next Board Meeting.

IX. Executive Session- The Board entered into Executive Session at 6:46 PM, to discuss legal correspondence for the Association. The Regular Meeting was reconvened at 6:54 PM.

X. Adjournment – There being no further business to come before the Board, President Bader, upon unanimous consent, the meeting was adjourned at 7:04 PM.

Submitted by,

Candice Jackson
Community Association Manager

THE FOREGOING ARE THE TRUE AND CORRECT MINUTES OF THE MEETING HELD ON THE DATE STATED ABOVE AND WERE APPROVED BY THE BOARD ON THIS 10th DAY OF SEPTEMBER, 2013.

ATTEST:



Secretary/Treasurer