

**BOARD OF DIRECTORS
MINUTES OF MEETING
March 14, 2017**

A regular meeting of the Star Canyon Condominium Homeowners Association, Inc. was held on March 14, 2017 at the office of KC & Associates, LLC located at 10106 W. San Juan Way, Suite 210 in Littleton, Colorado.

- I. **Call to Order, Establishment of Quorum** -- President Reeh called the meeting to order at 6:01 PM. Members Present: Scott Reeh, Tom Kartheiser and Cyndi Parazak. Members Absent and Excused: All present. Others Present: Homeowners per the sign-in sheet, Diana Johnston with Travelers, Scott Coleman & David Heninger with United Roofing, Tina White and Angie Johnson from KC & Associates, LLC, Community Association Managers.
- II. **Hearing Scheduled**- 9895-F- Homeowner attended the meeting to explain why she was parking in the driveway, she agreed to park on Johnson Street. The Board unanimously waived the fine.
- III. **Review of Regular Meeting Minutes** -- The Board reviewed the Regular Meeting Minutes of January 10, 2017. Following review, upon motion duly made by Director Reeh and seconded by Director Kartheiser to approve the minutes as submitted. Motion passed without objection, unanimously.
- IV. **Financial Report & Accounts Payable** -- The Board reviews and approves account payable invoices via the online invoice process, and signs any additional unsigned checks at their meeting.
- V. **Manager's Report**
 - A. **Reports** – The Board reviewed reports on work orders issued, etc.
 - B. **Violations** – Violations letters are mailed per property inspections and reported homeowner complaints.
- VI. **Committee Reports**
 - A. **Landscape Committee** – No Report
 - B. **Snow Committee** – No Report
 - C. **Social Committee** – The luncheon last month was nice, some new homeowners attended.
- VII. **Unfinished Business**
 - A. **Reserve Study** – The Board requested the Reserve Study is updated and then put on the portal for the homeowners to review.
- VIII. **New Business**
 - A. **Insurance** – Diana Johnston attended the meeting to explain the process to the Board, the date of loss for the roofs is August 10, 2015. Answered questions the Board had. The deductible for the insurance at the time of the loss is \$5,000.
 - B. **United Roofing**- Scott Coleman and David Heninger attended the meeting to go over the process of re-roofing the Community. There will be a five year warranty through United Roofing *for Labor.*

C. Election of Officers – Officers as follows- President- Scott Reeh with term expiring December 2019, Vice President – Cyndi Parazak with term expiring December 2017, Treasurer/Secretary- Tom Kartheiser with term expiring December 2018.

IX. **Open Forum** – Nothing to come before the Board.

X. **Miscellaneous Items/Announcements**

A. The next regular meeting will be held on Tuesday, May 09, 2017 beginning at 6 PM at the office of KC & Associates, LLC located at 10106 W. San Juan Way, Suite 210, in Littleton, Colorado.

B. The Board requested Management contact ARS to update the Reserve Study and add the new roofs.

C. The Board requested Management obtain seal coating proposals. Director Kartheiser will contact gutter contractors.

XI. **Adjournment** – There being no further business to come before the Board, a motion was made and upon unanimous consent, the meeting was adjourned at 7:54 PM.

Submitted by,

Tina White CAM
Angie Johnson, CAM Apprentice
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 09th DAY OF MAY, 2017.

ATTEST:

 Secretary