

**STAR CANYON CONDOMINIUM  
BOARD OF DIRECTORS  
MINUTES OF MEETING  
March 13, 2018**

A regular meeting of the Star Canyon Condominium Homeowners Association, Inc. was held on March 13, 2018 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** – Director Kartheiser called the meeting to order at 6:06 PM. Members Present: Scott Reeh Tom Kartheiser, and Randy Pabst. Directors Absent and Excused: All present. Others Present: Homeowners per the sign-in sheet, Angie Johnson from KC & Associates, LLC, Community Association Manager.
- II. **Review of Regular Meeting Minutes** -- The Board reviewed the Regular and Annual Meeting Minutes of January 9, 2018. Following review, upon motion duly made by Director Reeh and seconded by Director Kartheiser to approve the minutes as presented. The motion passed without objection, unanimously.
- III. **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 sent in writing.
- IV. **Financial Report & Accounts Payable** - The Board next reviewed the unaudited financial report of the Association setting forth the cash deposits, investments and budget analysis through the period ending February 28, 2018. The Board reviews and approves account payable invoices via the online invoice process and additional unsigned checks at their meeting
- V. **Committee Reports**
  - A. **Landscape Committee** – The Board requested management obtain proposals for tree trimming.
  - B. **Snow Committee** – No Report
  - C. **Social Committee** – No Report
- VI. **Unfinished Business**
  - A. **Door Lock Guidelines** – Following review and discussion, upon motion made by Director Reeh and seconded by Director Kartheiser to approve the Door Lock Guidelines presented by Chris Bader. Following discussion, the Board approved Chris Bader to approve information that is in regard to the architectural request and one Board member approval. Motion passed without objection, unanimously.
- VII. **New Business**
  - A. **2017 Taxes** – Following review and discussion, upon motion made by Director Reeh and seconded by Director Kartheiser to approve Lee Public Accounting, LLC to prepare the 2017 taxes at a cost of \$275. Motion passed without objection, unanimously.
  - B. **Woodpeckers** – Management provided the Board with information on woodpeckers and informed the Board, woodpeckers are federally protected.

VIII. **Open Forum** –The Board reminded the homeowners that there will be driveway work this year.

IX. **Miscellaneous Items/Announcements**

A. The next Board meeting will be held on Tuesday, May 8, 2018 beginning at 6 PM at the office of KC & Associates, LLC located at 10106 W. San Juan Way, Suite 210, in Littleton, Colorado

X. **Adjournment** – There being no further business to come before the Board, a motion was made and upon unanimous consent, the meeting was adjourned at 7:18 PM.

Submitted by,

Angie Johnson, CAM  
Community Association Managers

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 8<sup>th</sup> DAY OF MAY 2018.

ATTEST:

 Secretary