

**STAR CANYON CONDOMINIUM  
BOARD OF DIRECTORS  
MINUTES OF MEETING  
September 11, 2018**

A regular meeting of the Star Canyon Condominium Homeowners Association, Inc. was held on September 11, 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 Pabst called the meeting to order at 6:05 PM. Members Present: Randy Pabst, Buddy Allen, Frank Gieger, and Bill Schleifman. Directors Absent and Excused: Tom Kartheiser. Others Present: Homeowners per the sign-in sheet, and Angie Johnson from KC & Associates, LLC, Community Association Manager.
- II. **Open Forum** – A homeowner asked about the missing grout on her unit and wanted to know if it was the homeowner's responsibility or the HOA. Director Pabst stated the HOA is going to repair all the missing grout. A homeowner is concerned that there are cobb webs at the front door and asked if the HOA would clean up the cobb webs.
- III. **Review of Regular Meeting Minutes** -- The Board reviewed the Regular Meeting Minutes of July 10, 2018. Following review, upon motion duly made by Director Pabst and seconded by Director Gieger to approve the minutes as presented. The motion passed without objection, unanimously.
- IV. **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.
- V. **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 August 31, 2018. The Board reviews and approves account payable invoices via the online invoice process and additional unsigned checks at their meeting
- VI. **Committee Reports**
  - A. **Landscape Committee – Karen OKeefe** – Karen submitted a few proposals from Mountain High Lawn & Landscape for juniper removal, apply slow release fertilizer to plants. Todd with Mountain High Lawn and Landscape is going to look into edging that is better than using metal.
  - B. **Snow Committee – (Volunteers Needed)** – Director Pabst stated the Board is going to try to get away from putting salt on the driveways. Director Pabst asked for volunteers again.
  - C. **Social Committee** – The committee went to all the owners to make sure their email address was correct. Kathy Allen spoke to Trail Mark to update the website.
- VII. **Unfinished Business** – Nothing to come before the Board.

VIII. **New Business**

- A. **Driveway Replacement** – The driveway replacement is complete on the three driveways.
- B. **Annual Meeting** – The Annual Meeting will be held on November 13, 2018 at 6:00PM located at KC & Associates 10106 W. San Juan Way Suite 210, Littleton Co 80127.
- C. **2019 Budget** – The proposed 2019 Budget was presented to the Board for review.
- D. **Architectural Request** – None currently.
- E. **Communication** – None currently.

IX. **Miscellaneous Items/Announcements**

- A. The next meeting will be the Annual/ Budget Meeting of Members held on Tuesday, November 13, 2018 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 brought in light bulbs for the homeowners to change out the front porch light and patio lights.
- C. Completion of landscaping around the driveways and at planting areas between drives.
- D. The Board discussed, Steel grate for 9876 driveway, new driveway sealing, caulking concrete seams and cracks, upgrading fire alarm monitoring for building 9815, Mountain High looking into cost savings for turning off / reducing water flow for the water feature at night and Updating the information on Star Canyon Condominium portion of the TrailMark website.

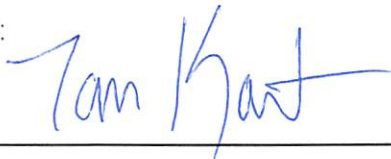
- X. **Adjournment** – There being no further business to come before the Board, a motion was made and upon unanimous consent, the meeting was adjourned at 7:59 PM.

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 13<sup>th</sup> DAY OF NOVEMBER 2018.

ATTEST:



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Secretary