

Fairview Place Residences

BOARD OF DIRECTORS MEETING November 9, 2010

CALL TO ORDER

The regular board meeting of the Fairview Place Residences Homeowners Association was called to order at 6:37 pm. Board members in attendance were: Brad Gilpin and Nicole Grabsztul. Katie Travis was unable to attend.

Mike Chapman with Colorado Association Services was also present.

This was a brief meeting prior to the Annual Meeting scheduled for 7:00pm.

OPEN FORUM:

Tom Cogswell the on site general maintenance person was present and participated in the agenda discussions when appropriate.

APPROVAL OF MINUTES

There was a motion to accept the minutes from the Board Meeting on 10/12/10 as presented. The motion was seconded and passed unanimously.

MANAGEMENT & PENDING ITEMS REPORT

- A. Financials: The financial statements were not reviewed at this time and are scheduled to be covered at the annual meeting to follow. Overall the association is under budget year to date and there are not special concerns except for the under funded reserve fund which is being addressed with in the 2011 budget.
- B. Pending Items Report: The two items for Applied Plastics (revised bid for unit 113 and warranty on existing decks) are still pending. The other listed items were completed.

UNFINISHED BUSINESS

- A. Deck Replacement Revised Bid & Warranties: This has not been received yet from Applied Plastics. Mike will follow up with Bif Anderson and make sure it's ready for the next meeting along with possible warranty work on the decks completed in 2010.

NEW BUSINESS

- A. Management Contract Renewal: The Board briefly reviewed the contract with an increase to \$630.00 per month from \$600.00. Mike explained that with Colorado Association Services change to "paperless" files, which will begin sometime in 2011, there will now be a \$0.10 charge for scanning. As this process continues over time the cost of records storage and copies will both be reduced considerably. Some "hard copies" will need to be kept such as legal documents, attorney correspondence, etc. but most files will become digital and save money for the association. The attending Board members voted to approve the renewal.
- B. Unit 201 Request to Waive Violation Fine: Rachel Gille was unaware that violation letters sent to her were not also copied to her tenant. The violation was corrected as soon as she realized it was

her responsibility to correspond with her tenants on such matters. Neither the Board nor the Management company deal directly with any tenants. The Board voted to waive the fee this time.

- C. December Meeting: With very little pending business, which can wait until January of 2011, the Board voted to cancel the December due to the holidays.
- D. Meeting Day: Katie Travis requested a change in the meeting day due to scheduling conflicts she has with other meetings on Tuesdays. The Board agreed to a change, to be determined, if Katie can make the meetings in the future. Mike will check his schedule for available dates, coordinate with Katie and inform the Board of the new day by email.

ADJOURNMENT TO EXECUTIVE SESSION

No action needed at this time. There are no owners in collections and delinquencies are not an issue at this time.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 7:59 p.m.