HIGHLANDER TOWNHOMES ASSOCIATION

Annual Meeting Minutes

January 9, 2021

Meeting held in accordance with Colorado Revised Statute Title 7, Article 128, Section 201 to allow teleconference attendance in meetings.

1. Call to Order:

Meeting was called to order by James Beck, President, at 10:14 AM MST, via Zoom. (Meeting ID 357 000 1060)

2. Affirmation of Attendance and Quorum:

In attendance in person via Zoom were James and Pamela Beck (336), India Davis (306), John and Dorothy

Wilhelm (316), Jeffrey Johnson (318), Bob Miller (310), Bill and Shelley Avirett (303), Mark Graves (300), Brian Stanley (305), Pamela and Steve Sparough (330), Megan and Jeffrey Robert (302), Mark Barker (301). Two proxy submittals were received from Robert and Vicki Merzweiler (320), James and Joyce Kifer (334). Also in attendance were Matt and Mindy Brewer, owners of Superior Property Specialists. With thirteen of nineteen owners present, a quorum was established.

3. Approval of 2020 Annual Meeting Minutes:

Bill Avirett moved to approve the annual meeting minutes of 1/11/20 and India Davis seconded. All agreed.

4. Old Business:

a. Matt Brewer reported that the deck project, begun in 2019, was completed in 2020 and passed inspection. Each deck now has new composite flooring and top railing, and those requiring extensive support repairs were also completed. Steve Sparough mentioned his appreciation for the workmanship. Jeffrey Johnson questioned the future responsibility of the maintenance of the decks. It was explained that the HOA Declarations will be amended to make all future deck expenses the responsibility of the individual homeowner, with architectural guidelines to ensure continuity of design.

b. Roof repairs completed by Turner- Morris in 2020 included the installation of OSHA approved mounts, maintenance of seams, caulking, gutter extension on 316 and a snow guard on 318. These costs were paid through the reserve fund. Annual inspections will continue to be scheduled, as is prudent for roof longevity. Matt Brewer will coordinate this.

c. Concerning the new sign on Primrose Path, the HOA was informed that the city will not allow a lighted sign, so Matt will pursue alternatives, such as address markers or an unlighted sign similar to that of Pine Ridge.

d. Painting and caulking will continue to be done on a yearly basis, with an emphasis on windows.

5. New Business:

a. Mindy Brewer reviewed the 2020 financial statements, and answered questions about legal fees, window washing (twice a year), and landscaping costs. Although the landscaping costs have increased, the quality of the work has improved, e.g. aphid mitigation. Jeffrey Johnson questioned the danger of the proximity of trees to the property, therefore Matt will contact the fire department for advice.

b. Mark Graves questioned the condition of the landscape timbers and steps. It was noted that some of the steps have been repaired, and that the timbers are in relatively good condition. This summer, the timbers will be inspected, and replacement of rotted ones or the use of wood filler to repair damaged ones will be considered.

c. Steve Sparough questioned rock stacking and flower plantings. Jim explained that we are playing catch up with years of neglected landscaping. India Davis encouraged fellow homeowners to self pay for initial landscaping of their properties, because the HOA will take responsibility for the maintenance costs. (I note here that India's investment in her landscaping is a much appreciated addition to the beautification of our complex.)

6. Proposed Budget 2021

a. Mindy Brewer presented the 2021 Budget, and noted that we are realizing big savings in our snow removal expenses because of our change in companies, which is keeping our budget in line for 2021.

b. Bill Avirett, our representative to the Upper Village HOA, explained the 2021 Upper Village Pool dues. The Upper Village HOA is considering amending the dues requirement to a per unit basis rather than an acreage basis. This would benefit our HOA. Bill also noted that our 2021 Budget overstated the Upper Village dues expense. Jeff Johnson proposed a motion that the overstatement of pool dues be transferred to landscaping.

Bob Miller seconded. It passed unanimously.

c. We will keep Moeller-Graf as our attorneys, however we will let the monthly contract expire since it is rarely used, and will continue using their services on an hourly basis.

d. A motion to ratify the revised 2021 Operating Budget was made by Jim Beck and seconded by Jeff Johnson. Motion passed.

7. Election of New Directors:

Pamela Sparough graciously offered her services as a Board member, but deferred when she learned that Dorothy Wilhelm was willing to continue as Board Secretary. With no opponents, Dorothy was reelected as a Board member.

8. Date of Next Annual Meeting:

The date for the next annual meeting has not yet been set.

9. Adjournment:

With no further business, meeting was adjourned at 12:11 PM by the Board President, Jim Beck.

Dorothy Wilhelm, Secretary