

MARSHALL PARK VILLAS CONDOMINIUM ASSOCIATION
Board of Director's Meeting
Thursday, January 3, 2019, 7:00pm
6525 W. 34th Ave., Wheat Ridge, CO 80033

1. Call to Order: 6:30pm. Cindy Shepherd

Present were Cindy Shepherd, Jo Ann Vantrump, Gary Best, Beverly Zeller, and Debbie Vaughan and Kim Ibbison

2. Minutes: Minutes of the November 28, 2018 Board of Director Meeting were approved.

3. Property Management Report: Forrest Scruggs – See Notes.

- Quarterly meetings (\$50.00) Forrest will take minutes

4. Open Issues:

- Sprinkler System – possible assessment for repairs
- Note – Put website information on Agenda for Annual Meeting.
- Arthur Castillo – trimming, gutter
- Update Rules & Regulations – Board hopes to address and revise in 2019
- J.R. Active Adult Center for Annual Meeting – Forrest to bring check for payment of room rental
- Reserve Study – Board decided not to proceed with updated study

5. New Business:

- 2019 Budget – Debbie Vaughan
- Only owners can provide proxies
- Increase contributions to reserve account to a total of 10% of budget
- Vote to have all reserve money transferred monthly no longer a yearly transfer
- Loss Assessment on personal insurance policies should be at least \$10,000.00
- February 1, 2019, State Farm, will be renewed
- Worker's Compensation: need to have; Forrest will obtain premium estimates

6. Meeting Adjourned:

Marshall Park Villas
Board of Directors Meeting
February 7, 2019

Debra Vaughan - President
Beverly Zeller - Board Member
Gary Best - Board Member

Keith Kahler – Board Member
Jo Ann Van Trump - Board Member

The meeting was called to order at 7:05 p.m. at 3360 Marshall Street. All board members were in attendance.

Items Discussed

1. Officers were decided on.
 - a. Debbie Vaughan – President
 - b. Welcomed new Board member Keith Kahler; email address provided – KeithVanPhoa@gmail.com
 - c. No Officers: Board Members will be responsible for sharing duties of the secretary and treasurer as needed.
2. Snow Removal
 - a. Debbie asked Keith if he would eventually be the contact person for snow removal once he is familiar with things. Keith said that he would.
 - b. Agreed that sand would be used in icy areas; not salt or Ice Slice. Debbie will contact Chad.
3. Budget
 - a. The Budget approved at the Annual Meeting did not take into consideration that the new dues increase did not go into effect until February 1st. Realty One, Inc. made the correction and sent a revised budget adjusting the total income for 2019 to reflect January 2019 dues of \$260, not \$320 – reducing the 2019 income by \$1,680. A copy of the revised Budget was approved by the Board.
4. Website
 - a. The Quarterly Statements and the Budget need to be posted on the website.
 - b. The Board needs to inform Realty One, Inc. about items that they believe need to be on the website.
5. Vendors for 2019
 - a. Debbie is working with Realty One, Inc. on names of vendors we would like to have submit bids.
 - b. Need irrigation specialist to look at sprinkler system to resolve problems and provided suggestions for improvement.
6. Owner contact list
 - a. Debbie will work with Realty One, Inc. to coordinate any changes and request a copy be sent to the Board
 - b. Hope to be able to use email for communication with Owners wherever possible to save postage;

7. Rules and Regulations
 - a. Board would like to revise
 - b. Gary Best volunteered to put together a committee of volunteers
8. Newsletter
 - a. Board will be working with Realty One, Inc. to put together a brief newsletter to send to Owners with highlights from Annual Meeting and reminders of any changes.
9. Upcoming Meeting Locations
 - a. April 24 – Gary Best
 - b. July 31 – Debbie Vaughan
 - c. October 30 – to be decided

Meeting adjourned at 8:15 p.m.

Minutes approved: Debbie Vaughan, President 2-19-2018