

The Townes at Kettle Creek Board of Directors Meeting Minutes January 11, 2011

The Townes at Kettle Creek Board of Directors meeting was held at the offices of Z&R Property Management. The meeting was called to order by Kathy Dolan at 12:35 p.m. Present were:

Kathy Dolan	President
Arlene Chumley	Vice President
Rhonda Martin	Secretary / Treasurer
John Hall	Owner
April Smith	Property Manager
Darren Burns	Property Manager

12:36pm - There were no previous minutes for review.

12:40pm Financial report given by Darren Burns following the meeting packet. Currently we have 10 owners with aged receivables for a total amount of \$15,817.10.

Unit on Ouray – in legal process of searching for owners. Could be living here and travel to VA.

Board reviewed the status of each AR case to determine need for action.

12:52pm Photo Evidence of violations submitted for unit on Silverton Creek - The Board decided to uphold and pursue the fines for violations. Hammersmith had requested photo evidence to support the violations and fines.

13:02pm Unit on Silverton Creek needs repair to the siding.

13:04pm Next Meeting - Wed. April 13th, 2011 (proposed)

July 13th

Oct. 12th

Post on Website for community.

13:06pm Board agreed the Treasurer should sign the checks.

13:08pm ACC has agreed to perform property inspections approx. one week before the Board meeting. Members include: Dan, John and Arlene (liaison). The committee can provide a report of violations and requests for each mtg.

13:11pm Mountain High deep root watering and Integrated Co. bids. It was recommended to get a bid from Integrated Lawn. Get recommendation from Tim at Integrated about frequency of winter watering ASAP to begin immediately.

13:17pm Discussion of the No Soliciting sign. Colors will be brown and white with two 6ft posts. John will measure the existing sign to be matched if possible.

13:25pm Board agrees to send one last warning notice to this owner informing them the car will be towed again. Here is the list of vehicle that have been tagged and can be towed immediately is parked in the guest parking area again –

Toyota Black Truck CO LIC #7Y27017

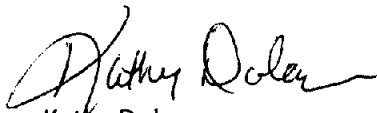
Maroon/Red Acura CO LIC #566UBW

White Ford Taurus CO LIC #480VGH

13:30pm In the next newsletter, let's include the information about the satellite process and post it on the website. The four way stop was not approved by the city. No parking in the area to permit better visibility.

13:36pm Bird issues: photograph the existing problem areas and price the abatement in those areas

There being no further business, the meeting was adjourned at 13:38p.m.



Kathy Dolan
President



Darfen H. Burns
Property Manager



April Smith
Property Manager