

# AMERICANA TOWNHOME ASSOCIATION, INC.

## BOARD OF DIRECTORS MEETING

September 25, 2019

### MINUTES

#### I. CALL TO ORDER

The regularly scheduled Board of Directors Meeting of the Americana Townhome Association, Inc. was held on September 25, 2019 and called to order at 6:30 pm in the Lowry Room (3<sup>rd</sup> Floor) of the Aurora Municipal Building located at 15151 East Alameda Pkwy, Aurora, CO. Board Members present in person were Anissa and Tom Alderman, Lotus Alexander, and Linda Heersink. Sonja Pridmore was present via conference call. Jean Ronald, CAM was present representing Weststar Management Corp.

#### II. HOMEOWNER FORUM – No homeowners present for forum.

#### III. MINUTES

August 28, 2019 Board Meeting Minutes – A motion was made by Linda Heersink and seconded by Lotus Alexander approving the August 28, 2019 Board Meeting minutes as presented for the record. All Board members present voted in favor and the motion passed. A copy of these sets of minutes will be posted on the website.

#### IV. FINANCIAL BUSINESS

Monthly Financials – The August 31, 2019 Financials were presented and accepted by the Board for the records.

Delinquent Accounts/Attorney Status Report – The August 31, 2019 Receivables were also reviewed by the Board. Collection Attorney will be contacted and aged receivables reviewed. It was noted that both the operating and reserve balances are low due to the amount of delinquencies to be recovered.

Audit for Year Ended December 31, 2019 – A motion was made by Anissa Alderman and seconded by Linda Heersink approving the audit for the year ended December 31, 2018 prepared by CPAs Olsen, Reyes & Sauerwein, LLC. All Board members present voted in favor and the motion passed.

Board/Budget Ratification Meeting Preparation – It was stated that the notice to all membership for the Board/Budget Ratification Meeting will be mailed out shortly for the October 23, 2019 Budget.

Insurance Claim – Jean Ronald updated Board members regarding an insurance claim submitted due to purported fallen branch on car following heavy snow. The insurance agent is seeking the location where this occurred prior to taking any action.

V. OLD BUSINESS

Asphalt Project – The asphalt project is complete and final inspection indicates the need to have two letters painted at parking spaces.

VI. NEW BUSINESS

Concrete Sidewalk and Stoop 375 S. Memphis Way – This work is reported to be complete. Final inspection will take place by management prior to payment.

October Fall 2019 Newsletter – The October Fall 2019 newsletter was reviewed for corrections and approved for distribution to owners and tenants.

Violations – It was reported that a violation fine was paid following an AirBnB rental. This violation continues to be monitored. A violation letter will be sent to 16206 #D regarding use of three parking permits.

VII. CORRESPONDENCE/CALENDAR

The 2019 calendar was included in the Board package.

VIII. ADJOURNMENT

There being no further business, a motion was made and seconded to adjourn the meeting at 7:24 pm.

Approved by Crissie Alderman date 10/23/19