

# Columbine Townhouses One Homeowners Association

Board of Directors Meeting Minutes

February 20 2024

Meeting held via zoom

10:00 AM

Meeting was called to order at 10:00 a.m. by Robin Phillips. Quorum of the Board of Directors established. Minutes taken and transcribed by Virginia Johnson.

**Board members present:** Robin Phillips, Lin Stevens

**Board members absent:** Rumi Engineer

**Contractors present:** None

**CPMG Staff:** Virginia Johnson, Association Manager

**Homeowner Forum:** 0 homeowner in attendance

## Approval of Meeting Minutes:

- **Motion:** To approve the October 14, 2023 meeting minutes as written was made by Robin Phillips, seconded by Lin Stevens, and passed unanimously

**Association Manager's Report:** Virginia Johnson

Virginia provided update on daily operations.

- **Motion:** to approve the 2024 DesignScapes Landscape Contract was made by Robin Phillips, seconded by Lin Stevens and passed unanimously.
- **Review:** The board reviewed the violations and work order reports
- **Motion:** to open the owner portal of the system to owners to check balances, submit work orders and access association calendars, for a cost of 15.00 per month beginning with new budget in June, was made by Robin Phillips, seconded by Lin Stevens and passed unanimously. The portal will be open April 1, 2024.

## Action outside of a meeting:

- **Insurance renewal**

## Financials/Legal:

- **Motion:** To accept the December 2023 and January 2024 financials as prepared by CPMG, subject to audit, was made by Robin Phillips, seconded by Lin Stevens and passed unanimously.
- **Review:** Attorney Status Report was reviewed. There are currently no accounts at the Attorney. Also noted there are a few units delinquent.

**Adjournment:** 10:50 a.m. to executive session

## Next Meeting:

**Budget Workshop- April 16, 2024** at 10:00 am budget workshop

**Budget Presentation Meeting with owners April 30, 2024**