

PARKVIEW HIGHLANDS HOMEOWNERS ASSOCIATION
ANNUAL MEETING NOTES
November 14, 2018
MEETING PLACE: Eaglecrest High School
Centennial, CO

Board members present:

Brian Buell, President, Peter Bielarczyk, Vice President, Jeff Shattock, Treasurer and Sue Steinle, Member at Large, and Secretary, Cheryl McKenney.

CPMG representatives present:

Mark Dougal, Association Manager, Lynda Reifman, President and Brittany Chiles, Assistant.

1. The Annual meeting was called to order by the President at 6:30 pm.
2. The President asked Mark with CPMG to verify that a quorum has been established & show proof of notice of meeting mailing. A quorum was established and verified by Mark & Brittany with CPMG.
3. President Brian Buell introduced himself, the other Board Members (Vice President, Peter Bierlarczyk, Treasurer, Jeff Shattock, Member at Large, Sue Steinle and Secretary Cheryl McKenney) and CPMG representatives (Mark Dougal, Association Manager and Brittany Chiles, Assistant).
4. The President asked for a motion to have the reading of the 2017 annual meeting minutes waived since it was mailed to all homeowners. A call for vote was requested.
 - **Motion made, seconded, passed unanimously to wave the reading of the 2017 Annual Meeting Minutes.**
5. The President asked if there are any corrections to the minutes. There were no corrections. The President asked for a motion to approve the minutes as written. A call for vote was requested.
 - **Motion made, seconded, passed unanimously to approve the November 8, 2017 Annual Meeting notes as written.**
6. The Annual report, financial report & budget summary for Park View Highlands was given by the President, the other Board Members, and Mark with CPMG. A call for vote was requested.
 - **Motion made, seconded, passed unanimously to ratify the Annual Report, Financial Report and Budget Summary.**
7. The President announced the 2019 budget with a 5% increase for the trash collection. There were no rejections. A call for vote was requested.

- **Motion made, seconded, passed unanimously to ratify the 2019 budget with a 5% increase for trash collection.**
8. The President asked Mark to conduct the elections for the two Board of Director positions, (President and Member at Large), as their two year term has expired.
- a) Mark asked current members (Brian and Sue) if they will stand for re-election.
 - **Brian agreed to run to be re-elected in his same position as President. Sue will not run for re-election as Member at Large.**
 - b) The Board went over the duties of the positions. The President asked for nominations from the floor.
 - **Homeowner Stephanie Zaugg was nominated.**
 - c) A call for a motion to close the nominations.
 - **Motion made, seconded, passed unanimously to close nominations.**
 - d) Proxies/Ballots were collected and tallied by Mark & Brittany and given to the Board.
 - **Motion made, seconded, passed unanimously to elect Stephanie Zaugg as Member at Large and re-elect Brian Buell as President. All homeowners in attendance approved.**

11. Homeowners Forum:

- A discussion was held as to what could be done about the traffic problems on Progress and Liverpool Way. The Board will contact the City of Centennial and look at traffic control options.
 - A discussion was held about the changes and clarification of the HOA rules. The Board will proceed with this issue at the next quarterly meeting.
 - A discussion was held about the trash service and the change in the collection day. The Board will continue to monitor the situation and make changes as needed.
12. The Board advised they are not obligated to take action on any of the items presented by the homeowners. The Board advised the homeowners that the items will be addressed at future Board meetings.
13. The Annual Meeting was adjourned at 7:12 p.m.

Minutes taken and transcribed by Cheryl McKenney

