



## CENTRE POINTE STATION CONDOMINIUM ASSOCIATION

April 11, 2022

6:30pm

Virtual

This virtual Board meeting of the Centre Pointe Station Condominium Assoc. was called to order at 6:47 P.M.

### Quorum

Debbie Dedrick Terri Lukas Emily Saunders Jillian Harclerode

John Murray was not present as Onsite Manager.

Cheryl-Ann Adams with PMI Denver Metro Property Management was present.

### Approval of Minutes

The minutes of the meeting held on 3-14-22, was reviewed with attendance corrections .Upon motion duly made, were approved.

### Membership Input

There was general discussion concerning housekeeping and general property cleanup over the weekends. Trash and hazard items were noted to be onsite for several days without removal. The Board stated that they are finalizing Mr. Murray's Job description and will have a clearer definition of job duties and expectations.

### Management Reports

- A. **Onsite Building Review:** Mr. Murray's report was reviewed by the Board of Directors
- B. **Electric Panel/Meter Upgrades:** Additional information is needed from Carlton Fretwell the electrical engineer in regards to steps moving forward, mgmt. to arrange discussion.
- C. **Reserve Draft for Upcoming Major Improvements:** Reserve cash flow was discussed and reviewed. Confirmation is needed on costs for electric panel and meter before additional planning is submitted for other capital improvements.
- D. **Onsite Manager's Agreement and Scope:** The rate of review was submitted to the Board as it was decided to have the agreement reviewed by and employment lawyer. Emily will begin discussion with new legal firm concerning job agreement and description.

### Unfinished Business

- A. **Carpet Cleaning:** Updated estimates have been requested include all floors two times per year with "Scotch Guard" and the first floor to be done 4 times per year. Emily recommended Cameron will All Star Clean Pro to submit an additional proposal.
- B. **Landscaping:** The board is interested in new landscape vendors and would like to be included in walkthroughs when scheduled. Additional discussion occurred if this could be under the new job description for the onsite manager.

### New Business

- A. **Financial Review-** Financials were accepted.
- B. **Correspondence Regarding Violations:** Mgmt will advise on compliance of #510.
- C. **Parking Lot:** striping and renumbering was discussed and proposals will be reviewed after location of where meters will be installed is decided.
- D. **Next Meeting:** June 13, 2022 at 6:00 PM.

### Adjournment

There being no other business to come before this meeting, the meeting was adjourned at 8:04 P.M.