

**RIDGEWOOD VILLAGE HOMES ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES**

Wednesday, February 16, 2005

I. CALL TO ORDER

The February 2005 meeting of the Board of Directors of the Ridgewood Village Homes Association, Inc. was held on the afternoon of February 16, 2005 at the home of Ann White Rogers, 2218 West Ridge Road, Littleton, Colorado. The meeting was called to order at 4:37 p.m. by Board President, Ms. White Rogers. Board Members present: Ann White Rogers, Kim Stonaker, Kathleen Casey, Karen Carey and Helen Thomas. Representing management: Kim Maguire with Premier Property Management, LLC. Homeowners present, Gloria Leeper and Loren Shepherd.

II. REVIEW AND APPROVAL OF MINUTES, JANUARY 19, 2005

The minutes for the January 19, 2005 meeting were reviewed by the Board. Mr. Stonaker made a motion to accept the minutes as written. Ms. Carey seconded the motion. The Board unanimously approved the motion.

III. REVIEW AND APPROVAL OF THE JANUARY 31, 2005 FINANCIALS

The month ending January 31, 2005 financials were reviewed. Mr. Stonaker motioned to accept the financial statements as of and for the period ended January 31, 2005 as presented. Ms. Thomas seconded the motion and the Board unanimously approved the motion.

IV. HOMEOWNER FORUM

A request by 2232 Ridge Road, Dawson's requested placement of a new concrete trough by their front garage. Ms. Casey motioned to approve that Ms. Maguire contact Indian Summer to have this installed. Mr. Stonaker seconded the motion. Motion passed by the Board.

V. COMMITTEE REPORTS

Grounds/Landscaping: Ms. Carey will continue to investigate vendors for tree and shrub spraying and will present at the March meeting.

ARC Committee: The Board will look at the mailbox situation at the Spring Walk-through of the property.

Newsletter: Ms. Leeper is working on the newsletter and will have articles of interest published for the March newsletter.

Roofing and Gutter Update: Mr. Shepherd informed the Board that Black Roofing is completed with the roof and gutter project with the exception of a few items. Ms. Maguire will hold the final payment check of \$22,600 until all items are completed and submitted to management to include the permits, warranties and lien waivers. Ms. Maguire will also provide our insurance company with the proper warranty information on the roofs so we can shop the insurance coverage.

VI. MANAGERS REPORT

Ms. Maguire reviewed the Manager's Report with the Board. Significant items discussed were:

1. Ms. Maguire has made changes with the Secretary of State regarding the management change.
2. Ridgewood Village vendors have been contacted of the management / address change.
3. Ms. Maguire proposed that we move our checking account to Castle Rock Bank where they will provide the Association with a payment lock box service where homeowners will mail their payment directly to the bank lockbox and the bank will make daily deposits. Castle Rock Bank will also provide automatic payment option to all homeowners at no charge. Ms. Casey motioned to move the association bank from Key Bank to Castle Rock Bank. Mr. Stonaker seconded the motion. Motion passed. Ms. Maguire also presented the option of a coupon booklet for homeowners to use when remitting their monthly HOA payments. There will be a set up fee to print the books from the printing company and approximately \$1.25 per book. Mr. Stonaker motioned that Ms. Maguire place an order for the coupon booklets to take effect April 1, 2005. Ms. Thomas seconded the motion. Motion passed.

VII. OLD BUSINESS

There was no Old Business noted.

VIII. NEW BUSINESS

Ms. Maguire was instructed to gather two to three bids for painting of the townhomes. The bid needs to include a quote for one and two coats, paint the unpainted flashing around the chimneys and caulking.

Ms. Maguire will check into the tax and audit status.

The next meeting will be held at 4:30 p.m. at Ms. Casey's home.

IX. CORRESPONDENCE

Ms. Maguire will send a demand letter for special assessment payment due from the Pruszka's on the replacement of the roofs.

X. ADJOURNMENT

Ms. White Rogers made a motion to adjourn the monthly meeting at 6:45 p.m.

Respectfully submitted,

Kim Maguire, Community Manager