

Saxony Homeowners Association, Inc.

February 21, 2012 Board of Directors meeting minutes

2:00PM, 9595 E. Arbor Pl.

Attendance

President- Alan Brown, Vice President- J. Craig Holland, Secretary/ Treasurer- Maria Diefenderfer

Manager- David Littler, Peak to Peak Property Management, LLC, Quorum present- yes

Meeting called to order by President Brown at 1405 hours.

The minutes of the previous meeting (01-6-12) were reviewed. A motion for approval was made by Pres. Brown and seconded by S/T Diefenderfer and this motion for approval of the 1-6-2012 minutes was approved 3 to 0. All minutes are available on the Saxony web site.

<http://www.peaktopeakmgt.com/pages/associations/saxony/index.html>

Actionable items-

Review of 2012 full year financial report to date from Peak to Peak Management. VP Holland motioned to approve this financial report. A Second to the motion from Pres. Brown was made and the motion passed 3 to 0.

Discussion items-

- a) Mr. Littler has already notified DORA and the Colorado Secretary of State of change in registered agent.
- b) Vendor lists- Mr. Littler has already contacted all vendors.
- c) Payment of monthly HOA assessment fees via Peak to Peak has been successful for 100% of all homeowners.
- d) A new document to clarify homeowner vs. Saxony HOA responsibilities for Maintenance and Repair was reviewed and a draft format should be finalized at the next board meeting
- e) Mr. Littler updated bank transfer status. Signature cards were updated for all accounts. (Mile High, Solara, RBCC, 1st Bank)
- f) A new Saxony Homeowners Association Welcome letter has been finalized and presented to Saxony's newest homeowners at 9439 East Arbor Place along with ARC regulations.
- g) An updated newsletter will go out soon and will include future board meetings and a date to meet our new property manager and new homeowners on March 11, 2012 from 2 to 4 pm.
- h) There was agreement that a Reserve Study needs to be done this calendar year as the last one was in 2006. Mr. Littler will work on competitive bids.
- i) Our new web site is about 60% complete.
<http://www.peaktopeakmgt.com/pages/associations/saxony/index.html>
- j) Pres. Brown made a contact with Arapahoe County regarding the Bramante Fence problem. Arapahoe County verified this fence was not on Saxony property and that the County will handle this issue. They consider this a zoning violation and can enforce repair. Pres. Brown remains in contact with them.

There being no other business, a motion to adjourn was offered by Pres. Brown, seconded by S/T Diefenderfer, and approved three to zero. The meeting ended at 1640 hours.

Next meeting, 3-20-2012, at 2 pm at the home of President Brown.

Signed

C/O Peak to Peak Property Management, LLC.
PO Box 1808
Castle Rock, CO. 80104
303-884-4912

Saxony Homeowners Association, Inc.

J. Craig Holland

C/O Peak to Peak Property Management, LLC.
PO Box 1808
Castle Rock, CO. 80104
303-884-4912