



## PELICAN POINTE HOMEOWNERS ASSOCIATION

### BOARD OF DIRECTORS MEETING JANUARY 9, 2017 MINUTES

#### I. CALL TO ORDER

The regularly scheduled monthly Board of Directors Meeting of the Pelican Pointe Homeowners Association was held January 9, 2017 and called to order at 6:00 pm in the Windsor Gardens All Purpose Room, located at 597 S. Clinton St., Denver, CO 80247. Board Members present were Marcia Helfant, Frank Parker, Charlotte Robinson, Caryl Shipley, and Elly Valas. Jean Ronald, CMCA, AMS, CAM was present representing Weststar Management Corp.

#### II. OWNER FORUM

Fourteen owners were in attendance at this meeting. Comments and concerns were related to recent news of rodent infestation at The Breakers, gate entry code system and transponders/remotes, parking issues, storm door request, response to neighbors following violation letters, and recent mail theft.

#### III. COMMITTEE REPORTS

Sheila Powell was given the floor to report for the **Social** and **Welcome** Committees. A new owner at K103 was welcomed on December 27, 2016 and a new tenant residing at P103 was welcomed January 4, 2017. Sheila reported that nine (9) residents joined for lunch at Snooze, December 12<sup>th</sup> and the next Lunch Bunch event will take place on January 18<sup>th</sup> at Wild Eggs. Sheila Powell finalized her report by stating that the Committee welcomed a total seventeen new owners in 2016 and three new tenants.

#### IV. APPROVAL OF MINUTES

Following review of the December 12, 2016 Board Meeting minutes a motion was made by Charlotte Robinson and seconded by Frank Parker approving the minutes as presented for the record. All Board members present voted in favor and the motion passed unanimously.

#### V. FINANCIAL BUSINESS

The December 31, 2016 financials were presented for Board review and accepted unanimously. Frank Parker noted that the financial workshop at Weststar Management's Office was very helpful.

Regarding the December 31, 2016 delinquent accounts, management updated the Board on recent payment activity and informed that an updated report with more recent payment activity will be emailed to the Board. Delinquent accounts as of January 15, 2017 will begin receiving late fees and notices per the collection policy.



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### VI. OLD BUSINESS

Gutter Cleaning – Update – Gutter cleaning at this time has not yet started due to weather. Management will contact Joe's window cleaning and notice will be posted.  
Mailbox Kiosks - Reminders from the U.S. Postal Inspection Service were distributed to Board members and for future publication in a newsletter. Board member Elly Valas will look into security cameras and at the request of the Board, Management will send an email blast reminding residents of the recommendations from the U.S. Postal Inspection Service to protect both incoming and outgoing mail from thieves.

### VII. NEW BUSINESS

#### Resident Access Form – The Breakers Agreement

A copy of the Resident Access Form used for residents who wish to become members of the Catamaran Club and a copy of the Pelican Pointe agreement with The Breakers was distributed for Board review. The Welcome Letter sent to new owners will include the Resident Access Form in order to establish whether \$50.00 monthly charge should be collected from the owner and then paid to The Catamaran Club. A motion was made by Caryl Shipley and seconded by Marcia Helfant approving the collection of Catamaran monthly payments from owners one month in advance. All Board members voted in favor and the motion passed.

#### Emergency Contact Form

A copy of the Emergency Contact Form was enclosed in the Board Packet. This form requests owner permission to include the owner in a Social Directory.

#### Offsite Owners/Tenant Information Form

Per the lease restrictions in the Association's Covenants, owners leasing their unit are requested to provide information on those renting a unit, in addition to a copy of the lease. Letters were sent to nineteen offsite owners in an effort to obtain copies of leases and tenant information.

#### Siding Repairs at C103

Bids have been requested but not yet received.

#### ARC Request P102

Following review a motion was made by Marcia Helfant and seconded by Elly Valas approving the ARC request to change front door paint color from the Pelican Pointe red to the blue, contingent on the color matching the exact blue used throughout the community. All Board members present voted in favor and the motion passed unanimously.

#### February 2017 Newsletter

Articles suggested include U.S. Postal Inspection Service recommendations to protect mail, parking rules, and a Pelican Pointe Winter Crossword was submitted by Management.



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### Rules & Regulations – Need to Update

Following discussion, it was stated that Elly Valas will provide a copy of the current draft revisions to Management in order to add any changes and then present for final Board review and approval.

### Violations

Recent violation letters were reviewed by the Board of Directors and those present were reminded to submit complaints in writing with details and most importantly with the address of the offender.

### VIII. CORRESPONDENCE/CALENDAR

### IX. ADJOURNMENT

The next meeting will be held on February 13, 2017. A motion was made and seconded adjourning this meeting at 7:40 pm.

Approved by \_\_\_\_\_

*Caryl D. Shipley*

date \_\_\_\_\_

*02/13/2017*