

**VILLAGE AT LITTLETON HOMEOWNERS ASSOCIATION**  
Board of Directors Regular Meeting Minutes 04/25/2018

**Board of Directors:** ( x ) Brad Shelly ( ) Scott Munstock ( x ) Mary Ann Gibson  
**At Large Members:** ( x ) Darla DeGuevara ( x ) Susan Holburn ( x ) Danielle Bird  
**Staff:** ( x ) Rocky Mt. Home Management, LLC. Representative Tony Lemberger

**CALL TO ORDER: 7:01**

Susan Holburn will be a voting participant this evening, in place of Scott Munstock.

**Homeowners Open Forum:** M. Nowacki would like the area at the end of his driveway be cleaned up.

- 10 minutes total; 3 minutes per homeowner.
- Language at the board meeting will be kept professional. Personal attacks against owners, residents, officers, and directors are not consistent with the best interest of the community and will not be tolerated. No audio or video recordings of these meetings are permitted.
- All items on this agenda are scheduled for 7:00 p.m. and will be considered in the order the item appears on the agenda. The Board, at their discretion, may choose to alter the order in which the items are considered, may break, or may continue an item to be considered on a future date.

**Residents Present:** Larry and Gayla Buethe, Bill Gibson, Joyce Hansen, Mike and Rosemarie Nowacki, Mike Pavalus, Mary Lou Shelly

**CONFLICT OF INTEREST:** None

**APPROVAL OF AGENDA:** Brad Shelly made a motion to accept the agenda as written, Susan Holburn seconded the motion.

**APPROVAL OF PREVIOUS MINUTES:** Brad Shelly made a motion to approve the previous meeting minutes (3/28/2018) as written, Susan Holburn seconded the motion.

**OLD BUSINESS:**

1. Asphalt Project Update *Discussion to include Asphalt Coatings Company, Inc. 's proposal to start concrete next week. Tony to take the following message back to the Company: at least 2 weeks notice for any work and the preference is to do all the work at the same time like the initial proposal. Open.*
  - a. Meeting date 5/10/2018 at the Library Meeting Room, 7:00pm
2. SavATree pruning *Discussed, positive feed back. Question about pruning tree/bush at 5921. Tony will contact about 5941 damaged gutter. Open*
3. Walkabout report *A list has been created, 3 common issues: safety issues, touch up painting issues and wasp nest issues. Open*
4. Insurance contract proposals *3 agents in search of best policy for our Community. Need to be signed by mid June. Open*
5. Landscaping contract *Discussed during Asphalt Project Update when Addison Pope, founder and owner of Absolute Lawncare came and told us a little about his company. He answered questions from residents. We agreed to sign contract at the meeting.*

**NEW BUSINESS:**

1. Management Report Review *Tony will contact Home Guard about roof leak checks at 1409, 1419, 1421. Open*
2. Electrical switches wired *Brad Shelly told us about wiring all building electrical switch boxes. Closed*
3. City grant *Mary Ann Gibson presented plan to apply for City of Littleton community improvement grant. Open*  
*The objectives of our project include the following: make necessary repairs of our entrances, improve appearance using drought resistant perennial plants, community building.*
4. Reminder about visitor parking *Reminder to our residents if they have any visitors, to contact Tony with vehicle information. Closed*

**COMMITTEE REPORTS:**

1. ACC *None*

**HOMEOWNERS CORRESPONDENCE**

1. 1431 Squirrel/Chimney *will take care of in May. Open*
2. 5925 Squirrel issue *will check on when gutters are cleaned. Open*

**FINANCIALS:** *None presented.*

1. Financial Statements
2. Budget to actual Report
3. A/R Report
4. Bank Statements
5. Vendor checks for signatures

**ADJOURNMENT: 7:51**