

**MINUTES SUBJECT TO NEXT BOARD MEETING APPROVAL**

*Date:* February 17, 2011  
*Place:* Parker Senior Center  
*Attendees:* President – Dave McKnab -- Present  
Vice President – Larry Poffenberger – Present  
Treasurer – Jim Whitis – Present  
Secretary – Sue Leonard-- Present  
Member at Large -- Vacant  
Property Manager – Laura Williams – Present

**Minutes of Town and Country Village Homeowners Association, Inc.**

**1. Call to Order**

Meeting called to order at 7:00 PM by Dave McKnab.

**2. Approval of Minutes**

Sue Leonard recommended that the date on the January Board Meeting Minutes be changed from 2010 to 2011. The Board approved the change and the minutes from the January Board Meeting were approved as amended.

**3. Financial**

A. Dave reported that the current financial reports were available at the front table.

**4. Homeowner Communication**

None

**5. Old Business**

**A. Roof/Insurance Status and Pool Resurface Project**

Ed Dlugokecki, HOA Agent, submitted reports on the status of the hail damage claims and fire damage restitution.

**1. Hail Damage Claim Summaries**

Auditing of hail damage repairs/restoration is on going and nearing completion. Claim summary packages created are submitted to the HOA's insurance carrier for final settlement. Each individual summary packet contains an itemization for materials, labor and audit support documentation for all hail restoration work performed on each individual community structure.

**2. BF10818 Fire**

Currently, criminal proceedings are still on going in Douglas County Court as related to the fire incident at BF10818. Restitution for damages is being sought from the responsible and involved party(s).

**6. New Business**

**A. Preliminary Audit Report**

Laura Williams reported that a preliminary audit report prepared by Brashier & Foss, CPA, PC is included in each Board member's board packet. She requested that each Board member read the report, so that we can discuss it at the next Board meeting.

**B. Reserve Study Proposal**

Laura Williams reported that a reserve study proposal report prepared by Steve Bradley is included in each Board member's board packet. Laura stated that Steve Bradley has prepared the last two reports and she recommended that the Board retain Steve Bradley for this year's report. She requested that each Board member read the report, so that we can discuss it at the next Board meeting.

**C. Spring project—asphalt sealing**

Laura reported that we have a reserve budget of approximately \$62,000 for the project. Laura stated that she would gather names of possible contractors to do the work. She suggested that Ed work on writing the specifications for the work and assist with screening the contractors who apply to do the job.

**7. Open Forum**

None

Meeting adjourned at 7:10 PM. The next Board meeting will be March 17, 2010 at 7 PM at the Parker Senior Center