



**STAPLETON MASTER COMMUNITY ASSOCIATION
EXECUTIVE BOARD MEETING**

Friday, February 20th, 2009 ~12:00 – 2:00 pm.
Stapleton Community Room
2823 Roslyn Street
Denver, CO 80238

ATTENDANCE

Denise Gammon (President)
Heidi Majerik (Vice President)
Brian Fennelly (Secretary/Treasurer)
Keven Burnett (SMCA Executive Director)
Jenifer Graham (Office Manager)
Paula Deorio (Aquatics Director)
Dana Elkind (district 3 delegate)
Amanda Allshouse (district 1 delegate)
Chantell Taylor (district 4 delegate)
Michael Kearns (district 6 delegate & Board member)
Justin Silverstein (absent)
Lucia Correll (absent)

I. CALL TO ORDER
Denise Gammon

II. APPROVAL OF MINUTES

September 30th/December 15th 2008 (electronic) meeting minutes were attached.

❖ **M/S/C~ (Majerick/Fennelly) unanimous**
Motion to approve: minutes as presented.

III. EXECUTIVE BOARD COMMENTS

1) 2009 Office Appointments

Currently Fennelly has dual roles as treasurer and secretary. It is suggested in article 9 that roles are spread out evenly amongst the board members. Michael Kearns will now serve as secretary on the board.

❖ **M/S/C~ (Gammon/Majerick) unanimous**
Motion to approve: officer appointments.



IV. 2008 Year end FINANCIAL REPORT

1) The Executive Director presented budget.

Balance Sheet (As of December 31, 2008)

• Current Assets	\$1,323,914.96
• Accounts Receivable	\$432,368.53
• Total Assets	\$1,447,957.19
• Total Liabilities	\$351,246.63
• Total Equity	\$1,096,710.56
• Total Liabilities & Equity	\$1,447,957.19

Statement of Activity Budget vs. Actual ~ January through December 2008

• Total Income Y.T.D.	\$2,715,166.69 vs. Budgeted \$2,512,184.00
• Total Expense Y.T.D.	\$2,644,688.27 vs. Budgeted \$2,492,824.00
• Net Income Y.T.D.	\$251,167.23 vs. Budgeted \$315,122.00

- 5320 – Is over due to large amount of water bills were not received.
- 5030 – Assessment management is 20% over budget due to new collection process with more letters being sent out including certified.
- 6010 – Reserve funds is at 97.6% due to interest rate changing

❖ **M/S/C ~ (Kearns/Majerick)~ Unanimous**

Motion to approve: Financial Statement for January through December 2008 as submitted.

V. Management Report

- Administration - INC Dictionary Drive, the MCA would like to donate \$500 for this drive again this year from the community fee.
- Grounds Maintenance – Attached (pg 19) is the “Agreement with District of accepted managed facilities” which is reviewed and agreed to yearly with the district.
- Pools & Recreation – Recreation guides will be going out beginning of March. Swim team will participate at the Annual City Wide Swim Meet which is a part of the Denver Parks and Recreation swim league. Lessons are now 2 week lesson (8 -10 classes). A Water Aerobics/ Triathlon training has now been added to the pool line up.
- Summer Events- Fall Festival is October 11, 2008. All of the movies and concerts were well attended when weather was permitting.
- Repairs & Improvements – 2009 MCA will continue to look at alleys from residents requesting repairs and fix accordingly to “Stapleton Alley Repair Policy”. There will not be any major pool or alley repairs in 2009. Will access if Aviator will need to be plastered in 2010 at the end of the 2009 season.



❖ **M/S/C ~ (Gammon/Majerick)~ Unanimous**

Motion to approve: Management as submitted and community fee request for INC Dictionary Drive.

VI. Open Member Forum

None

VII. 2009 Meeting Schedule:

- 1) Q2 Executive Board: May 20th (Noon – 2pm)
- 2) Q3 Executive Board: August 19th (Noon – 2pm)