

**STAPLETON MASTER COMMUNITY ASSOCIATION
EXECUTIVE BOARD MEETING**

Friday December 11, 2009 ~11:30 – 1:30 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 (SMCA Office Manager)
Amanda Allshouse (District 1 Delegate)
Justin Silverstein (Absent-District 2 Delegate)
Dana Elkind (District 3 Delegate)
Chantell Taylor (District 4 Delegate)
Lucia Correll (District 5 Delegate)
Michael Kearns (District 6 Delegate)

I. CALL TO ORDER

Denise Gammon

II. APPROVAL OF MINUTES

September 17th 2009 meeting minutes were attached.

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

III. ADDITIONS TO AGENDA

None

IV. FINANCIAL REPORT

1) The Executive Director presented budget.

Balance Sheet (As of November 30, 2009)

| | |
|------------------------------|----------------|
| • Current Assets | \$1,297,133.93 |
| • Accounts Receivable | \$358,615.56 |
| • Total Assets | \$1,449,362.42 |
| • Total Liabilities | \$287,063.06 |
| • Total Equity | \$1,162,299.36 |
| • Total Liabilities & Equity | \$1,449,362.42 |



Statement of Activity Budget vs. Actual ~ January through November 2007

- Total Income Y.T.D. \$2,671,887.89 vs. Budgeted \$2,494,091.00
 - Total Expense Y.T.D. \$2,745,078.80 vs. Budgeted \$2,569,696.00
 - Net Income Y.T.D. \$57,450.64 vs. Budgeted \$102,407.00
- Item #4010- Assessments – Is under budget due to the lack of homes constructed and closed.
 - Item #5040—Is up due to auditor being brought in to help with pool cash handling procedures. Mapping is another large expense that the MCA has now that maps are not being supplied as has been in the past.
 - Item # 5210 & 5300 – Is up due to added dog bag stations at all parks, even parks that are not maintained by the MCA. The maintenance of all the water pots at the town center and pools.

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

Motion to approve: Financial Statement for January through November 2009 as submitted.

V. Management Report

- 1) 2008 James Moore & Associates Accounting Audit

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

Motion to approve: 2008 Audit Report as submitted.

VI. Proposed Budget

- 2010 Ratified Operating Budget & Assessment Schedule
Delegates approved and ratified the amount collected for the 2010 budget.
There are no underlying issues with how the budget is spent.

❖ **M/S/C ~ Delegates-(Elkind/Correa/Taylor)~ Unanimous**

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

Motion to approve: 2010 Ratified Budget

VII. 2010 Projects – to discuss in depth at February meeting

1. **Reserve Fund** - Copying stones at Aviator approximately 580 feet has to be completed in 2010. While construction is being completed the MCA has options to make changes to the pool.
 - Add steps only (\$15.25k)
 - Remove two of the three lily pads and add steps (\$30-\$60k)
 - Alton Street Park- continue drainage repair (\$15k)



2. Improvement Fund Projects;

- UV-West Crescent (\$11K each fountain = 2 fountains)
- Auto Feed at West Crescent (\$3500)
- PJ Playground -outside of the pool area (\$15k)
- Lighting projects – F15 & Aviator Park (\$10k)
- Arc Park Sandbox

3. Community Fund

- Permanent Stage cover-Founders Green (\$60-90k)

VIII. Meeting Schedule:

- 1) Q1 Executive Board: Feb 18th Noon-2:00pm

