

**STAPLETON MASTER COMMUNITY ASSOCIATION
EXECUTIVE BOARD MEETING**

Wednesday, June 15th, 2011 ~12:00 – 2:00 pm.
Stapleton Community Room
2823 Roslyn Street
Denver, CO 80238

ATTENDANCE

Heidi Majerik (President)
Brian Fennelly (Treasurer)
Lee Ferguson (Secretary)
Keven Burnett (SMCA Executive Director)
Michael Kearns (Resident Board Member/Vice President)
Gregg Looker (District 2 Delegate)
Thomas Atwood (District 6 Delegate)
Jenifer Graham (Office Manager)
Paula Deorio (Aquatics Director)
Diane Deeter (Program & Events Director)
Alec Hill (Facility Manager)

ABSENT

Bethany Smith (District 4 Delegate)
George Pavlik (District 1 Delegate)
Dana Elkind (District 3 Delegate)
Tim Wilson (District 5 Delegate)

I. CALL TO ORDER

Heidi Majerik

II. APPROVAL OF MINUTES

February 16th 2011, meeting minutes were attached.

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

Motion to approve: minutes as presented.

III. FINANCIAL REPORT:

1) The Executive Director presented budget.

Balance Sheet (As of April 30th 2011)

• Current Assets	\$1,787,920.16
• Accounts Receivable	\$294,603.68
• Total Assets	\$197,661.65
• Total Liabilities	\$286,389.30
• Total Equity	\$1,699,192.51
• Total Liabilities & Equity	\$1,985,581.81



Statement of Activity (January through April 2011)

• Income (4000 series)	\$1,030,193.75	Budget	\$697,872.00
• Expense (5000 series)	\$3750,323.85	Budget	\$975,322.00
• Net ordinary Income	\$279,869.90	Budget	\$107,478.00
• Other Income	\$92,187.86	Budget	\$87,168.00
• Net Income	\$315,175.33	Budget	\$63,646.00

Denver Water – 250k over the course of the year

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

❖ **Motion to approve:** Financial Statement for January through April 2011 as submitted.

IV. GOVERNANCE

The following Policies were presented

- Adoption of a policy and procedures for conducting Owner and Board meetings
- Adoption of a policy and procedures regarding Conflicts of Interest and code of ethics
- Adoption of a policy and procedures for Inspection and Copying of Association Records.

❖ **M/S/C ~ (Ferguson/Majerik/Fennelly)**

❖ **Motion to approve:** Policies as presented

2010 Audit Report is currently being processed, should be completed with in the next few weeks.

V. MANAGEMENT REPORT

A. Administration

- Aviator Pool Incident (5/12) –The routine preparation process to start up Aviator encountered failed sewer lines as a result water came in to the basements of several homes. Investigation is underway to figure out why this happened. Executive Director communicated to the residents, via phone, in person and letter (presented in packet)

B. Facilities

- Jet Stream Pool (Filing 19)- up and running a few weeks later than expected, working through the kinks. Punch sheet is currently being addressed
- Filing 15 – shade structure is up and being used patrons. Heating/boiler issues encountered at F15 pool most likely an Xcel issue.

C. Aquatics

- 2011 Aquatics programs are off to a successful start with 481 lessons in the 1st session

D. Events

- 2011 Stapleton Active Minds Seminar Schedules was passed out- receiving great reviews
- Sponsorships this year is about \$10k
- Theatre on the Green was a great success with Foot Loose
- Hazel Miller is next event

VI. MEETING SCHEDULE

1) Q3 Executive Board: September 21st 2011 Noon-2:00pm

