

**CASTLE HIGHLANDS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 28, 2008**

**Board members in attendance were Shawn Slade and Bill Sellers. Also in attendance was John O'Connor of Pristine Communities, Inc.**

**Manager John O'Connor confirmed that a quorum was present**

**A motion was made, seconded and passed to appoint Ms. Lynn Barger to the open Board position.**

**A motion was made, seconded and passed electing Shawn Slade as President of the Association.**

**A motion was made, seconded and passed electing Bill Sellers as Vice President of the Association.**

**A motion was made, seconded and passed electing Lynh Barger as Secretary / Treasurer of the Association.**

**A motion was made, seconded and passed to approve the minutes of the November 27, 2007 board meeting as presented.**

**A motion was made, seconded and passed approving the financial report as of January 31, 2008 as presented.**

**A motion was made, seconded and passed approving the landscape maintenance agreement submitted by Pine Valley Landscaping for 2008 .**

**A motion was made, seconded and passed approving the revised Collection Policies and Procedures as prepared by legal counsel and resulting from changes in Colorado statutes.**

**A motion was made, seconded and passed establishing a policy that the Association's financial records will be audited every two years with only tax returns being prepared in the intervening years.**

**A motion was made , seconded and passed to adjourn the meeting at 7:45 p.m.**

**Respectfully submitted**

**John O'Connor  
Recording Secretary**