

RECORD OF PROCEEDINGS

**MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
COLORADO TECH CENTER OWNERS ASSOCIATION
HELD
MAY 23, 2016**

A special meeting of the Board of Directors of the Colorado Tech Center Owners Association, Boulder County, Colorado was held on Monday, May 23, 2016 at 3:00 p.m., at Community Food Shares, 650 S. Taylor Avenue, Louisville, CO 80027.

Attendance In attendance were Directors:

Neil Littmann
Henry Johnson
Cyndi Thomas
Steve Meyers

Also in attendance were:

Mathew Mendisco, Kevin Collins and Kim Herman; CliftonLarsonAllen LLP
("CLA")
Lisa Mayers; Spencer Fane LLP

Call to
Order

Director Littmann called the meeting to order at 2:22 p.m. Mr. Mendisco requested an amendment to the agenda to include Review of Financial Statements ending March 31, 2016 and Discuss Covenant Enforcement.

Upon a motion duly made by Director Littmann, seconded by Director Thomas and, upon vote, unanimously carried, the Board approved the agenda with the addition.

Public
Comment

None.

New
Business

A. Appointment of Officers

Following discussion, upon a motion duly made by Director Thomas, seconded by Director Littmann and, upon vote, unanimously carried, the Board approved the following slate of officers:

President	Director Henry Johnson
Vice President	Director Steve Meyers
Treasurer	Director Neil Littmann
Secretary	Director Cyndi Thomas
Assistant Secretary	Vacant

B. Review and Consider Acceptance of the Financial Statements ending March 31, 2016

Mr. Collins reviewed the Financial Statements ending March 31, 2016 with the Board.

After all questions were answered and upon a motion duly made by Director Littmann, seconded by Director Johnson and, upon vote, unanimously carried, the Board accepted the Financial Statements as presented.

Parking Report

Mr. Mendisco and Ms. Mayers reviewed the Associations options in regards to parking enforcement. The Board requested a policy be drafted regarding parking in the Association for their review.

Covenant Enforcement

Mr. Mendisco stated he will be onsite next week for inspections and will have enforcement letters sent as applicable based on his visit.

Items from Board Members

A. Other

None.

Other Business

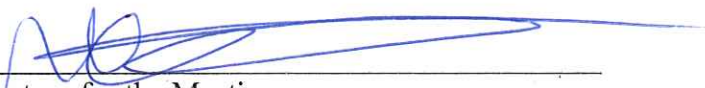
None.

Next Meeting

The Board discussed scheduling a follow up Special Owners Meeting for Monday July 23, 2016 at 1:00 p.m. with a Board meeting to follow. The Board stated they would be in attendance.

Adjournment Upon a motion duly made by Director Littman, seconded by Director Johnson, and upon vote, unanimously carried, the Board adjourned the meeting at 2:33 p.m.

Respectfully submitted,


Secretary for the Meeting