

CASTLE PINES NORTH MASTER ASSOCIATION

MINUTES

BOARD OF DIRECTORS MEETING

April 15, 2009

1. CALL TO ORDER

A. Introductions/Roll Call/Absences

At 7:05 p.m., Vice President Jim Steavpack called the meeting to order with a quorum of the Board present.

Directors Present: Shelley Hamilton Bruer, Anna Mallinson, Earl Millspaugh, Rex Lucas, Jim Steavpack and Andy Rhodes.

Directors Absent: Jeff Huff.

Delegates Present: Andy Rhodes, Kim Hoffman and Suki Fitzgerald.

Delegates Absent: Maureen Shul, Jade Goldfogel, Carol Padilla, Joan Millspaugh, Jennifer Havercroft, Barbara Saenger, Alison Gibbens, John Keiley, Laurel Sjodin, Cheryl McDade, Dawn Besocke, Shirley Beer-Powell, David Necker, Michael Henry, Carol Langley-Finnegan and Richard Anderson.

Staff: Garry Schaffer and Vickie Hunt

Guests: Dick Lichtenheld.

B. Board Meeting Process; Homeowner Input Guidelines; Sign in to Speak
Homeowner Input Guidelines were made available to anyone that wished to speak at this meeting.

C. Additions/Deletions/Modifications and Approval of Agenda

Motion by Andy Rhodes to approve the agenda as presented; Seconded by Rex Lucas; Motion Carried and Approved.

2. Staff Reports

A. Website – Earl Millspaugh for Tim Gamble

Earl reported that Tim has been busy updating the website with information provided by the HOA's.

3. Open Forum

A. Homeowner Input

There was no homeowner input provided at this opportunity.

4. Reports

A. City of Castle Pines North

There was no report provided by the City.

1. Safety Task Force

Earl reported that he, Shelley and Rex had participated in the CERT training offered the evening before. He encouraged all owners who might be interested in this type of training to sign up.

B. Metro District

Andy Rhodes reported that the Metro District was successful in securing the water deal reported on last month. He added that the deal still has to go through the approval/comment process before any water can be used. Andy reported that as of today, the Metro District has been able to run 280-feet of pipe to provide water to the American Academy. He also reminded everyone of the next Metro District meeting to be held on April 20th at 7:00 p.m.

C. Parks Authority

Anna Mallinson reported that the reimbursement agreement between the Metro District and HF Holdings has been signed by HF Holdings, but that they are still waiting for the completely executed agreement before moving ahead with the park construction.

D. Library Committee

The Library Committee is waiting for approval from the Douglas County Library before moving forward with the library in the business area of CPN. The hearing on this proposed library will be held in Lone Tree on April 16th.

5. Approval of Minutes

A. February 19, 2009

Motion by Andy Rhodes to table approval of the March 19, 2009 minutes for the May 21 2009 meeting; Seconded by Jim Steavpack; Motion Carried and Approved.

6. Financial Report

A. Monthly Financial Report

Garry Schaffer provided information on the financial status of the Association through March 31, 2009 answering questions asked.

B. Acceptance of March 2009 Financial Reports

Motion by Andy Rhodes to accept the March 31, 2009 financial reports as provided; Seconded by Anna Mallinson; Motion Carried and Approved.

The Board reviewed accounts to determine action to be taken.

Motion by Andy Rhodes to turn account 14909 over to a collection agency; Seconded by Anna Mallinson; Motion Carried and Approved.

Motion by Andy Rhodes to write off the balance on account 14913; Seconded by Shelley Hamilton Bruer; Motion Carried and Approved.

Motion by Andy Rhodes to combine with North Lynx HOA to establish a receivership for account 13427 and 13423; Seconded by Shelley Hamilton Bruer; Motion Carried and Approved.

Motion by Andy Rhodes to record a lien on the property of account 13516; Seconded by Anna Mallinson; Motion Carried and Approved.

Motion by Jim Steavpack to waive the late fee on account 13405; Seconded by Anna Mallinson; Motion Carried and Approved.

C. Approval of April Payables

Motion by Andy Rhodes to approve payment of the bills presented; Seconded by Anna Mallinson; Motion Carried and Approved.

7. Old Business

A. Report from Social Events Committee

Jim Steavpack provided the Board with a written report of his Committee's activities and recommendations.

Motion by Jim to approve up to \$2,500 for the City's 4th of July event; Seconded by Anna Mallinson; Motion Failed.

Motion by Jim to approve up to \$2,500 for the music and music related items for the City's 4th of July event; Seconded by Anna Mallinson; Motion Carried and Approved.

B. Report from Repayment of Pre-Incorp. Expenses Committee

Earl reported that he had personally hand delivered invoices to the City requesting reimbursement on March 20th.

C. Report from Delegate Involvement Committee

There was no report from this Committee.

D. Report from Contribution to Chamber of Commerce Committee

There was no report from this Committee.

E. Report from Email Alert Committee

Anna Mallinson reported that Committee for the Website Redesign had been separated from this Committee and will be headed up by Shelley Hamilton Bruer with Anna remaining as a member of this Committee. She explained that a list of recommendations had been provided to the Board. Anna reported that the Committee recommended that when an Urgent Alert from the County comes in, it should be sent out to the community with some word-smithing to remove header information. She also reported that her Committee strongly recommends that owners be encouraged routinely about signing up for alerts from the City and the Metro District.

She presented a revised Email Alert Usage Policy for the Board's review and action.

Motion by Anna Mallinson to adopt the revised Email Alert Usage Policy as presented; Seconded by Shelley Hamilton Bruer; Motion Carried and Approved.

F. Website Redesign Committee

Shelley Hamilton Bruer reported that her Committee had met with Dave and that he was not deducting their meeting time from the hours included in his proposal. She reported that after meeting with Dave the Committee was working on redesigning the web pages and hopes to have a mock-up for the Board's review at the May meeting.

G. Report from Community Directory Committee

Jim Steavpack reported that the Directory is pending receipt of a signed contract from Don Bobeda and then from the Master Association.

H. Verizon Cell Tower (Approved Pending Recommendation by DRC)

The Board reviewed the response to the recommendation for this tower from the City and agreed that this matter could be removed from the agenda.

I. Meeting Between City and Master Board (March 12th)

Vickie Hunt reported that a new meeting date has not been proposed. The Board asked Kim Hoffman to assist in getting a date suggested for this meeting.

J. Proposed Board Code of Conduct

The Board reviewed the proposed Code of Conduct for Board members and Delegates. Minor changes were suggested to both documents primarily to remove any requirement to submit to a background check.

Motion by Andy Rhodes to adopt both of the Code of Conducts with the revisions suggested; Seconded by Shelley Hamilton Bruer; Motion Carried and Approved with Jim Steavpack voting no.

K. Use of Proxies at Master Annual Meetings – Possible Revision of Governing Documents

Anna Mallinson pointed out to the Board that the Bylaws conflict with the Articles of Incorporation regarding the use of proxies. She added that since it would require at least 75% of the owner's approval to amend the Articles of Incorporation that it would seem simplest to amend the Bylaws to agree with the Articles of Incorporation, since the Board can adopt that revision.

The Board agreed to the revision of the Bylaws and asked that an estimate for the cost of this revision be obtained, first.

8. New Business

A. None

9. Additional Homeowner Input

Kim Hoffman thanked the Board for agreeing to fund the music and other music items for the City's 4th of July event. She also thanked the Board for their responsibility in adopting a Code of Conduct for both the Board and Delegates.

Kim asked about the cost of the newsletter that was emailed or mailed to all owners. She also asked about several line items in the financial reports.

10. Next Meeting

A. *Regular Meeting*

The next meeting of the Master Association Board of Directors will be held on May 21, 2009 at 7:00 p.m.

11. Adjourn

Motion by Andy Rhodes to adjourn this meeting; Seconded by Shelley Hamilton Bruer; Motion Carried and Approved.

The meeting was adjourned at 8:47 p.m.