

CASTLE PINES NORTH ASSOCIATION, INC.

Board of Directors Meeting

September 16, 2010 7pm Community Center

MINUTES

The meeting was called to order by President Steve Labossiere at 7:03pm.

Directors present: Anna Mallinson, Jack Zelkin, Jim Steavpack, Joan Millspaugh, Keith Dodd, Larry Cook, Steve Labossiere.

Delegates present: Al Whitehouse (Hidden Pointe); Kim Hoffman (Bristlecone Single); Maureen Shul (BrambleRidge); Suki Fitzgerald (Hamlet).

Delegates absent: Alison Gibbens (HOA #2); Brian Moe (Stonecroft); Carol Padilla (Briarcliff); Cris Cristadoro (Romar); David Necker (South Lynx); Dick Lichtenheld (HOA #1); Don Van Putten (Pine Ridge); Gail Stehlik (Retreat); Lin Wu (Tapestry Hills); Mike Henry (Winterberry); Scott Sinelli (Crossings); Shirley Beer-Powell (CPN II); Steve Martin (Glen Oaks).

Homeowners present: Andrea Minott (Broadwick); Andy Sosnicky (Claremont); Bill Dalton (Claremont); Chip Coppola (Forest Park); Dave Thomas (Claremont); Donna Lecznar (GreenBriar); Doug Gilbert (Knights Bridge 1); Laurie Goldey (Huntington); Linda Nuzum (Kings Crossing); Nancy Wilt (Claremont); Phyllis Schwarz (Jasper Pointe); Rex Lucas (BrambleRidge); Shelley Hamilton-Bruer (Greenbriar); Ted Lohr (Bristlecone); Walter Mortensen (Bristlecone); Warren J. Lynge (Bristlecone).

Management company representatives present: Barbara Finch, Garry Schaffer.

Others present: Terri Wiebold (Castle Pines Connection); Tim Gamble (Castle Pines Connection).

Steve reminded everyone the Board handles homeowner input informally; in addition to the two sections specifically set aside for this, homeowners may raise their hand and comment at any time as long as they don't go too far off the agenda and/or things don't get out of hand.

Steve added item 5F: Parks Funding to the agenda.

Jim moved to approve the agenda as amended; Larry seconded; there was no further discussion and the motion passed with a unanimous vote.

Homeowner Input:

- Kim Hoffman asked what the progress was in the Master reorganization; Steve responded that was item 6B on the agenda.
- Doug Gilbert reported the City had authorized maintenance of Elk Ridge Park in 2011.

- Doug asked about HOA #1's letter regarding the reorganization; Barbara said she'd received one but immediate was told it had changed. Doug will get her a new letter.
- Doug said he also had an issue regarding the Master Association and Blights Not Right; Steve responded this is item 5E on the agenda.
- Terrie Wiebold asked that the Castle Pines Connection link be included on the Master website.

Action item: Barbara to send request to Tim to put link to the Castle Pines Connection on the website.

Anna reported construction work on the park should start on Monday.

- Modern art will be at both ends of the promenade, one end will represent the summer solstice and one the winter solstice. There will be about \$60,000 in art in the park.
- Completion is projected for the spring/summer of 2011.

Steve said there was nothing to report on behalf of the Metro District.

Doug Gilbert reported the City has formed an Arts Council and is seeking members from the community as they want citizen input.

- The URA initiative is in the process of appending the citizen board and setting up project guidelines.
- The budget process for the City starts soon.
- The City Council is investigating the televising of Council meetings.

Anna talked about the website redesign.

- Only information from 2008 and forward will be included; the other information will be archived.
- Aiming to have everything operational by the annual meeting.
- Question: Will the HOA #1 page be redirected to their website, as it is now?
Answer: Yes, but basic information will also be on the HOA #1 page on the Master site.
- Question: What is the go-live date?
Answer: It depends. Everything has to be copied over and tested before that can happen.

Action item: Board members are to get their input to Anna on web pages, photos, and text.

Action item: Anna, Jim, Barbara and at least one other from Client Preference to be trained on maintenance of the website.

Jim commended Anna for all the work she has done to work this project towards completion.

The Board agreed by acclamation that the phrase "sub-HOA's" would be changed to "neighborhood HOA's" throughout the website.

Jim reviewed the corn roast booth for Oktoberfest. Delegates and Master Board members will be asked to volunteer to work in the booth; there may also be some school students, who would get community service credit.

Action item: Board members and Delegates were asked to sign up to work in the booth.

Action item: Barbara was asked to make 100 copies of the documents handed out regarding the reorganization possibilities to be handed out at the booth.

Action item: Jim will meet with Nancy Wilt to talk about winter events before the next meeting.

Keith Dodd reported the Delegate Involvement Committee plans to have something prepared for the annual meeting to talk about the importance of Delegate involvement as most if not all of the Delegates will be present at that time.

Steve said he had intended to ask that 5A (Director Communications) and 5B (Procedures – Email Blasts) be removed from the agenda; *the Board agreed to this change by acclamation.*

There was discussion regarding the Master Board's page in the Castle Pines Connection for November 2010, with comments in favor of keeping it generic in nature and also for making it more specific and relevant. The majority were in agreement that the Board should not voice support for any issue or individual, and the ad should include a reminder for the annual meeting. *The Board agreed by acclamation to go forward with the page as planned.*

The Board agreed by acclamation to return the referral request on the Hidden Pointe day care license change with a "no comment" response, and that there would be procedures put in place to handle these in the future.

There was considerable discussion regarding the letter the Master received asking for funding to support the group Blights Not Right.

- Joan read from the minutes of the September 17, 2009 Master Board meeting the Board's position of not supporting any issue or candidate.
- Several homeowners present spoke against the Board funding, stating they did not feel this was an appropriate use of homeowner assessments, that the Board should remain neutral.
- Spending the funds this way would cause the Association to lose their tax exemption
- The Association should not be political
- It is the responsibility for the Master to take a position on issues that could devalue the property values for the members, would be seriously at fault if there were negative repercussions and the Master had not tried to do something about it
- Don't know what a majority of people in the Association want
- Homeowners aren't aware of what the facts are on either side

Suggestion: have a representative in favor of the URA and a representative against the URA present written documents, within a specific amount of space, then send to the entire community. Include a disclosure from the Master that they are not supporting either side, but providing the documents for the residents' information only.

Joan moved to not fund the Blights Not Right request, but to send a mailing to residents with information from both sides and a disclaimer from the Master; Larry seconded.

Discussion: email or physical mailing. Because the information can't be sent as an attachment with the Master system, a physical mailing is the best way.

There was no further discussion, and the motion passed with a unanimous vote.

Action item: Keith is to get the comments from representatives from both sides of the issue

Action item: Barbara will get bids to complete the mailing.

Steve thanked everyone for coming and sharing their concerns.

At this point, Steve called a brief break to the meeting.

The meeting resumed with discussion of the Parks Authority funding as well as parks ownership and maintenance. They have sufficient funding to finish Elk Ridge Park. There has been discussion at past meetings regarding the Master's future with parks funding, but nothing has been decided.

- Question: Does that mean Castle View Park won't get built?

Answer: No, it means the Master Association wouldn't be responsible for funding it, there would have to be funding from elsewhere.

Suggestion: What if an option was to change the contract so it wasn't an absolute \$100 minimum with 70% to the Parks Authority? The amount could be less, the percentage could be less?

Jim moved that the Master Association investigate the possible renegotiation of the Parks Authority funding agreement; Joan seconded; there was no further discussion and the motion passed with a unanimous vote.

Action item: Garry is to ask the attorney what the Master needs to do to remove themselves from the agreement: what would the process be, what steps.

Joan handed out reports to Board and audience members from the Master visits to the neighborhood associations regarding the possible reorganization of the Master Association. The Board reviewed the actions it has taken to get community feedback on this issue.

- Suggestion: Wait until the Annual meeting and vote then.

Response: A decision has to be made before a budget can be developed. Also, Board members have spent the summer going to HOA's talking to people, this has been discussed at every meeting and there's no point in waiting until November.

- Question: Why wasn't a meeting held with Claremont/Huntington?

Answer: Have asked at several meetings if they want them, none of the residents present at the Board meeting wanted a separate meeting; they get all the emails and all the information and have not made any request for a meeting.

The Board has made a concerted effort to talk to the community but has gotten limited response. *The Board agreed by acclamation to send an email to the community and post the document on the website, give 2 weeks for response, then make a decision at the October 21 meeting.*

Jim moved to approve the revised policy regarding inspection and copying of records; Jack seconded; there was no further discussion and the motion passed with a unanimous vote. Steve thanked Garry for a good job in revising the policy.

Nancy Wilt, the person organizing the Compliance Committee for Claremont and Huntington, had to leave before this agenda item, but she left information with Barbara. The three people on the committee from Claremont will be Roger Addlesperger, Bill Dalton, and Dave Thomas; Huntington has not designated anyone at this time.

- Question: Laurie Goldey (Huntington homeowner) asked if Client Preference as an outside third party couldn't do the inspections.

- Answer: The Board made this decision based on overwhelming community input.

Action item: Jim will follow up with Nancy on the guidelines from his neighborhood HOA.

Action item: Laurie will talk to the Huntington homeowners and come up with representatives for the committee.

Steve asked for a revision of paragraph 4 on page 4 to more accurately reflect what transpired. The committee is to be 3 representatives from each community; the committee is tasked with enforcement; they may bring issues to the Board if they are unable to resolve issues.

Joan moved to approve the minutes as amended; Jim seconded; there was no further discussion and the motion passed with a unanimous vote.

The Board agreed by acclamation to set up a business check card account that will be used strictly for the purpose of pay in the monthly fee for the website hosting. Garry said the Board also needs to think about a solution for the Social Committee expenses so Jim doesn't have to use his own money and then get reimbursed.

Garry reviewed changes to the budget line items; Garry asked if they wanted to have the social event item budgets split out to separate line items; *the Board agreed by acclamation to leave the 2010 budget line items as is, but to separate these items for the 2011 budget.*

Collection of delinquent accounts was discussed. The Master's losses have not been excessive; when a delinquent house sells, the Association collects all of the back fees and assessments without spending a lot of money.

- Question: At what point to wages get garnished?

Answer: You have to go to court to have that done.

With the top ten accounts having a balance over \$1,000, *the Board agreed by acclamation those should be sent to collections.*

Garry reminded the Board they should never have any personal involvement regarding the accounts with anyone in the community.

Jim moved to accept the August 2010 financials; Keith seconded; there was no further discussion and the motion passed with a unanimous vote.

Joan moved to approve the September 2010 payables; Anna seconded; there was no further discussion and the motion passed with a unanimous vote.

Jim moved to ratify the email approval to purchase a half-page ad in the Castle Pines Connection; Jack seconded; there was no further discussion and the motion passed with a unanimous vote.

Garry reported Client Preference is working with the auditing company to get everything they need to them for the three-year audit.

The next meeting is October 21, 2010, 7pm, in the Community Center. The annual meeting is November 9, 2010, 7pm in the Community Center (sign in to begin at 6:15pm). The Board agreed by acclamation they wanted to have cookies, soda, coffee, water.

Steve handed out copies of the management company RFP draft to the Board members, and asked them to get back to him with comments and who they want it to go to by Saturday so they can be sent out. He said Client Preference would definitely be included on the list.

There being no further business to be brought before the Board, Steve called the meeting adjourned at 10:08pm.