

DRAFT

CASTLE PINES NORTH ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING MINUTES

Thursday, February 17, 2011

7:00 P.M.

I. CALL TO ORDER

- A. The February 2011 meeting of the Board of Directors of the Castle Pines North Association, Inc. was held on the evening of February 17, 2011 at the Castle Pines Community Center, 7404 Yorkshire Drive, Castle Pines, Colorado. The meeting was called to order at 7:15 p.m. by President, Steve Labossiere.
- B. Introductions were called: Board Members present: Steve Labossiere, Anna Mallinson, Jim Steavpack, Keith Dodd and Larry Cook. Representing management: Kim Maguire with Premier Property Management, LLC. Absent; Joan Millspaugh and Jack Zelkin.
Homeowners present: Stephen Allen (HOA #1), Steve Eller (Greenbriar), Laurie Goldey (Huntington Ridge), Nancy and Ned Wilt (Claremont), Eric Ford (Crossings), Ted Lohr (Bristlecone Patio), Bill Dalton (Claremont), Dave Thomas (Claremont), Dan Zabel (Tapestry Hills), Jim Greathead (HOA 2), Jim Hawthorne (Bristlecone), Gregg Fisher (Bristlecone Single), Rex Lucas (Brambleridge).
- C. Mr. Labossiere explained the homeowner input guidelines to all in attendance.
- D. Mr. Labossiere called for any additions, deletions or modifications to the Agenda. Mr. Steavpack motioned to approve the Agenda as presented. Seconded by Ms. Mallinson. Motion passed unanimously.

II. HOMEOWNER FORUM

Mr. Labossiere opened the floor to the homeowners for comments. No comments at this time.

III. COMMUNITY REPORTS

- A. Parks Authority - Ms. Mallinson reported that the Elk Ridge Park is still under construction. Delays have occurred due to the cold weather and concrete has been poured over the weekend to make up for lost time. A tour of the park for the Delegates will be forth coming.
- B. CPN Metro District – Mr. Labossiere reported that the interconnect pipeline project is proceeding according to schedule.
- C. City of Castle Pines - No report.

IV. COMMITTEE AND CONTRACTOR REPORTS

- A. Website – Ms. Mallinson reported that the request for updates to the website by HOA's is declining.
- B. Social Events – Mr. Steavpack reported the following: Book and DVD Swap plans are underway and volunteers are needed. Discussions will be held with Lagae developers to ask them to join the Master HOA or pay into the parks. The Annual Garage Sale will take place May 13th and May 14th. Official garage sale signs may be donated by a local business to be announced at a later time. Mr. Steavpack motioned to spend \$2,000 from the social event account (#5250), for garage sale signage if the donation by the local business should fall through. Seconded by Mr. Dodd.

Motion passed unanimously.

Planning for the parks dedication celebration to occur July 2nd is underway.

Discussion was held regarding the purchase of a bronze elk statue and the possibility of a local business donating half the cost of the elk, (to include a plaque with name of business and CPN Master HOA wording on it). Mr. Steavpack motioned for the CPN HOA to approve \$10,000 from the community improvement account (#5325), to purchase the elk if the local business donation should fall through. After further discussion Mr. Steavpack withdrew his motion. This topic will be discussed at a later date.

- C. Delegate Involvement Committee – Mr. Dodd reported that a Delegate meeting was held earlier in the evening. Discussion was had on goals and ideas on how to get Delegates more involved. Other discussion had was related to trash consolidation within HOA's and dog waste receptacles.

V. NEW BUSINESS

No New Business.

VI. UNFINISHED BUSINESS

- A. Parks Agreement Negotiation: the parks agreement has been finalized with an agreed fixed dollar amount of \$170,000 to be donated from the Castle Pines North Association for the year 2011, to the Parks Authority. Ms. Mallinson motioned to approve the agreement. Seconded by Mr. Steavpack. Motion passed unanimously.
- B. CPN Association Audit Update: No current update.

VII. ADDITIONAL HOMEOWNER INPUT

A homeowner inquired about a proposed landfill in Sedalia by Waste Connections. There will be future meetings about this proposal and owners are encouraged to attend. The Castle Pines North Association will have an informational meeting about the landfill at the next board meeting held on March 17, 2011.

VIII. REVIEW AND APPROVAL OF MINUTES

- A. The minutes from January 20, 2011 meeting were reviewed. There was a correction to the minutes under VI. New Business regarding email blasts and two spelling corrections to homeowners names that were in attendance. Mr. Steavpack motioned to accept the minutes as corrected. Mr. Cook seconded the motion. The Board unanimously approved the motion.

IX. FINANCIAL REPORTS

- A. The Board reviewed the December and January financials. Mr. Cook motioned to approve the financials as submitted. Seconded by Ms. Mallinson. Motion passed unanimously.
- B. Ms. Maguire presented the payables from January 21st through February 9th. The Board accepted the payables as submitted.
- C. Ms. Maguire covered the current delinquency report. It was recommended that several demand letters should be mailed and some accounts should be written off as they are uncollectable. The Board agreed and asked Ms. Maguire to submit recommendations at the next meeting on guidelines for removing late fees and writing off bad debt on current receivables.

- D. The Board reviewed the Winzenberg, Leff, Purvis & Payne Attorney fee schedule for 2011. Mr. Labossiere motioned to approve the 2011 traditional fixed fee schedule. Seconded by Mr. Cook. Motion passed unanimously.
- E. The Board reviewed the 2011 draft of the budget. Mr. Labossiere motioned to approve the 2011 budget with the agreed amount to the Parks Authority Contribution (account 5315). Seconded by Mr. Cook. Motion passed unanimously.

X. NEXT MEETING

- A. Next meeting date; March 17, 2011 – 7 p.m.

XI. ADJOURNMENT

With no other business to come before the Board, Mr. Labossiere made a motion to adjourn the monthly meeting at 9:06 p.m. Mr. Steavpack seconded the motion. Motion passed unanimously.

Respectfully submitted,

Kim Maguire

Kim Maguire, Community Manager