

CASTLE PINES NORTH ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING MINUTES

Thursday, March 17, 2011

7:00 P.M.

I. CALL TO ORDER

- A. The March 2011 meeting of the Board of Directors of the Castle Pines North Association, Inc. was held on the evening of March 17, 2011 at the Castle Pines Community Center, 7404 Yorkshire Drive, Castle Pines, Colorado. The meeting was called to order at 7:05 p.m. by President, Steve Labossiere.
- B. Introductions were called: Board Members present: Steve Labossiere, Anna Mallinson, Jim Steavpack, Keith Dodd, Joan Millspaugh and Jack Zelkin. Absent: Larry Cook. Representing management: Kim Maguire with Premier Property Management, LLC. Homeowners present: Stephen Allen (HOA #1), Steve Eller (Greenbriar), Nancy Wilt (Claremont), Eric Ford (Crossings), Al Whitehouse (Hidden Pointe) Dave Thomas (Claremont), Jim Greatehead (HOA 2), Jim Hawthorne (Bristlecone), Gregg Fisher (Bristlecone Single), Rex Lucas (Brambleridge), Barb Saenger (Pineridge), Don Van Putten (Pineridge), Doug Gilbert (HOA1), John and Alice Allen (Bristle Cone), Gerald Bensema (Daniels Ridge), Cynthia Martin (Bristle Cone), Jeff Drabing (Buffalo Ridge), Mark Shively (HOA 1).
- 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 add the following under V. (B), Book and DVD Swap, Community Inspiration Award, Garage Sale. Ms. Millspaugh seconded the motion. Motion passed unanimously.

II. PRESENTATION – DONNA WILSON

- A. Donna Wilson, CEO of the Cherokee Ranch and Castle was present to discuss the Sedalia Landfill expansion. For more information and photos visit www.preservedc.com.

III. HOMEOWNER FORUM

Mr. Labossiere opened the floor to the homeowners for comments. Mr. Shively, with the DCWRA was present to ask the Castle Pines North HOA to send out an email blast to the CPN residents regarding an upcoming meeting that will be held on April 4, 2011, at the Wildlife Center in Parker from 7:30 a.m. to 11 a.m. Mayor Huff also announced an online survey at www.douglas.co.us that residents can take regarding the County Economic Development Self-Assessment. Mr. Steavpack commented that the Association should adhere to the email policy. The Board will consider the email blast request and get back to Mr. Shively on their decision. Mr. Shively also announced at the end of March, there will be a listing for summer jobs and a listing of sessions on water issues.

IV. COMMUNITY REPORTS

- A. Parks Authority - Ms. Mallinson reported that the Elk Ridge Park is on schedule and slightly under budget. Parks Authority has agreed on the location to place the Elk and they have also agreed to pay to install the proposed elk statue.

- B. **CPN Metro District** – Mr. Labossiere reported that the interconnect pipeline project is proceeding according to schedule and under budget.
- C. **City of Castle Pines** - No report.

V. COMMITTEE AND CONTRACTOR REPORTS

- A. **Website** – Ms. Mallinson reported that the email server was overloaded due to spam. Some aliases are getting spam. Users should never use the CPN email aliases to register or purchase something on line.
- B. **Social Events** – Mr. Steavpack reported the following:
 - 1. Book and DVD Swap was very successful. Approximately 3,000 were books dropped off by Residents of Castle Pines. Suggest next time to have books dropped off at the Community Center.
 - 2. Community Inspiration Award – Linda Nuzum received this special award at a tribute at Dukes Steakhouse in March. Ms. Nuzum has been a long time CPN volunteer in various entities within the community.
 - 3. The 21st annual garage sale will take place on May 13th and 14th, Key Bank will be paying for and supplying the garage sale signs and residents are encouraged to stop by the bank to pick up their signage. Goodwill has been contacted and will remain open for extended hours during the garage sale for drop off of goods after the sale. This information will be communicated to the residents.
 - 4. Elk Ridge Park Dedication – Permits are being submitted to the city for the park event and a license to serve liquor at the July 2nd celebration. Discussion was held regarding the elk statue:
HF Holdings will be donating \$5,000, to pay for the elk; shipping costs will be anywhere from \$500-\$800. Mr. Steavpack motioned that the CPN association pay up to/not to exceed \$5,000 from the Community Improvement Account (#5325). Mr. Gilbert commented that the City has some GoCO (capital), funds to pay for the remainder of the elk. Mr. Steavpack amended his motion subject to the outcome of the City GoCo funding, “if those GoCo funds are not available, that the funding come from the CPN Association as first motioned.” Mr. Dodd seconded the motion. Motion passed unanimously.
- C. **Delegate Involvement Committee** – Mr. Dodd reported that a Delegate meeting was held earlier in the evening, this is the second month in a row that a meeting has been held this year. These meetings are important, if we don’t hear from Delegates we don’t hear what the needs are of the HOA’s. Discussion was held on residents picking up dog waste. Ms. Maguire will follow up with the City Manager regarding city ordinance on dog waste. Ms. Maguire will call IREA on leaning light poles in Claremont Estates subdivision. Future delegate meetings will be held every other month. Next meeting May 19, 2011 at 6:00 p.m. Delegates have access to emailing their HOA’s if needed.

VI. NEW BUSINESS

Ms. Mallinson and Mr. Labossiere will be updating the email policy to be presented at the next board meeting. Mr. Steavpack noted that he was happy with the current policy.

VII. UNFINISHED BUSINESS

- A. Ms. Maguire presented two bids for the taxes and audit for 2010. Mr. Dodd, Ms. Mallinson and Ms. Millspaugh will interview the CPA for further consideration and will make a decision on who the auditor will be at the next board meeting. Ms. Maguire filed an extension for the 2010 taxes. *Mr. Zelkin left the meeting at this time.*

VIII. ADDITIONAL HOMEOWNER INPUT

No additional homeowner input.

IX. REVIEW AND APPROVAL OF MINUTES

- A. The minutes from February 17, 2011 meeting were reviewed. Ms. Mallinson motioned to accept the minutes as submitted. Mr. Dodd seconded the motion. The Board unanimously approved the motion.

X. FINANCIAL REPORTS

- A. The Board reviewed the February financials. Ms. Millspaugh motioned to approve the financials as submitted. Seconded by Mr. Labossiere. Motion passed unanimously.
- B. Ms. Maguire presented the payables (check detail) from February 10th thru March 17th. Mr. Labossiere motioned to approve the payables as submitted. Seconded by Ms. Mallinson. Motion passed unanimously.
- C. Ms. Maguire covered the current delinquency report. Ms. Maguire has mailed several demand letters in which some of them need to now be sent to the attorney for collection. Ms. Maguire was given the authority to use her best judgment on numerous accounts where owners had requested that the late fees be waived and where some of accounts should be written off as they are uncollectable.

XI. NEXT MEETING

- A. Next meeting date; April 21, 2011 – 7 p.m.

XII. ADJOURNMENT

With no other business to come before the Board, Mr. Steavpack made a motion to adjourn the monthly meeting at 9:30 p.m. Mr. Dodd seconded the motion. Motion passed unanimously.

Respectfully submitted,

Kim Maguire

Kim Maguire, Community Manager