

CASTLE PINES NORTH ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES

Thursday, March 15, 2012
7:00 P.M.

I. CALL TO ORDER

- A. The March 2012 meeting of the Board of Directors for the Castle Pines North Association, Inc. was held on the evening of March 15, 2012 at the Castle Pines Community Center, 7404 Yorkshire Drive, Castle Pines, Colorado. The meeting was called to order at 7:14 p.m. by Board President, Steve Labossiere.
- B. Introductions were called: Board Members present: Steve Labossiere, Anna Mallinson, Jim Steavpack, and Eric Ford. Absent: Joan Millspaugh. Mr. Dodd and Mr. Cook had submitted their resignation in February and the board approved electronically/ Ms. Mallinson motioned to ratify the acceptance of the resignations. Seconded by Mr. Ford. Motion passed unanimously. Representing management: Kim Maguire, CMCA with Premier Property Management, LLC. Homeowners present: Harriett Einolf, (Forest Park), Linda Steavpack, (HOA #1), Carol Grant (Retreat), Jeff Huff (City of Castle Pines; Mayor), Kathy DeRosiers (City of Castle Pines, City Council; Council Ward 1), Patricia KC Anthone, (Publisher, Our Neighborhood Directory by Sponsored Publications)

Delegates/Alternates Present:

Bill Dalton (Claremont)
Eric Ford (Crossings)
Cheryl McDade (Hidden Pointe)
Steve Martin (Glen Oaks)
Ray Marquez (Glen Oaks)
Steve Eller (Greenbriar)
Warren Lynge (Bristlecone Patio)
Suki Fitzgerald (The Hamlet)

Delegates Absent:

Scott Blaeser (Glen Oaks)
Carol Padilla (Briar Cliff)
Teke Sankey (North Lynx)
Gail Stehlik (Retreat)
Brian Moe (Stonecroft)
Mike Henry (Winterberry)
Cheryl Schuessler (HOA 1)
Rex Lucas (Bramble Ridge)
Keith Dodd (Forest Park)
Jim Greathead (HOA 2)
Gregg Fisher (Bristle Cone Single)
Cris Cristadoro (Romar)
Don Van Putten (Pine Ridge)
Vacant (Tapestry Hills)
Vacant (Estates at Buffalo Ridge)
Vacant (South Lynx)

- 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

No comments.

III. COMMUNITY DIRECTORY PRESENTATION

Ms. Anthonie, the publisher for the "Our Neighborhood Directory", was present to discuss the proposed Community Directory for the Castle Pines community. Ms. Anthonie is requesting a sponsorship commitment from the Castle Pines North Association, Inc., in the sum of \$6,000.00. It was noted that the CPN Association attorney has reviewed the contract submitted by Ms. Anthonie and has noted several items for inclusion. Mr. Steavpack motioned to approve the Castle Pines North Association, Inc., as the anchor sponsor for the directory in the sum of \$6,000.00 subject to inclusions on the contract to include the CPN attorney recommendations. Seconded by Ms. Mallinson. Motion approved unanimously. Mr. Labossiere and Ms. Maguire will work on the contract and submit to Ms. Anthonie for final review and approval. There are several sections of the Directory that Ms. Anthonie will need information on. Ms. Maguire, Ms. Mallinson and Ms. McDade will assist with the data for those sections in the directory.

IV. COMMUNITY REPORTS

- A. **Parks Authority** - Ms. Mallinson reported that the Castle View Park plans are on hold until the City submits the data from the city wide survey to be completed in the very near future. Mayor Huff mentioned that the survey will be a public opinion survey on several topics and posted on the website for residents to log in and submit feedback. More information on survey content to follow.
- B. **CPN Metro District** – Nothing to report.
- C. **Castle Pines Library** – Warren Lynge reported that there is a 5 K and 10K race in the works as another fund raiser for the Castle Pines library. The campaign has raised \$25,000 from the various fundraisers; the City matched that with \$25,000. There is \$25,000 left to raise from the goal of \$100,000. Mr. Lynge noted that he hoped the CPN Association might decide to find a way to join the library on collecting the remaining \$25,000. 10,000 people visit the Castle Pines Library, monthly. It was mentioned that Jaime LaRue, Director of the Douglas County Libraries, has committed to building the City of Castle Pines a library for their residents in the future.
- D. **City of Castle Pines** – Mayor Huff reported that the City is working on an Independence Day celebration for the community to include a large fireworks display. More information to follow.

V. COMMITTEE AND CONTRACTOR REPORTS

- A. **Website** –Ms. Mallinson reported that she is working on the website system that will allow Delegates to email their own neighborhood associations. Managers, Board Members and Delegates should review their website pages to ensure they are up to date.
- B. **Social Events** - Mr. Steavpack introduced Molly Steavpack as a community volunteer with the Book Swap Event that took place on Saturday, March 10, 2012. Molly presented library funding campaign chairperson with a donation of \$290.00 to the library as a donation from the sponsored Castle Pines North Association Book Swap Event. Along with Molly, were other volunteers to help with the event to include Liam Kelley, Amber Dalton and Grace Owens. Thanks to these Castle Pines kids for helping to make this event successful.

Mr. Steavpack also mentioned opportunities to start utilizing the Community Center Theater for children's movie nights and hosting concerts at Elk Ridge Park. More discussion to follow.

The Castle Pines North Association garage sale will take place on May 18th and May 19th.

- C. **Delegate Involvement Committee** – Mr. Ford reported that he emailed the Delegates that have not shown for meetings and received no responses back. It was recommended that phone calls be made to encourage those Delegates to start to come and participate.
- D. **CP Connection** Content for April is completed.

VI. NEW BUSINESS

- A. Ms. Maguire presented the snow removal matrix based on feedback from the neighborhood association managers. This will be a good section to possibly place in the directory.
- B. Ratify Approval of Selection Committee for Board Positions – Mr. Steavpack motioned to ratify the approval of the Selection Committee that took place in February to appoint, Mr. Labossiere, Ms. Mallinson and Mr. Ford as the Selection Committee. Seconded by Mr. Ford. Motion passed unanimously. Ms. Mallinson motioned to approve Mr. Steavpack as an additional Committee Member, due to Mr. Ford's unforeseen scheduling conflict. Seconded by Mr. Ford. Motion passed unanimously.
- C. Selection Committee Report – Mr. Labossiere reported that two more interviews will take place this Friday and a decision on the two new appointments will be made at the next scheduled CPN Association Board meeting.

VII. UNFINISHED BUSINESS

- A. Fencing issue – HOA #1 – tabled to next month. Ms. Maguire will also contact the other concerned HOA management company regarding this issue.
- B. 2012 Community Inspiration Award – Tabled to April meeting.

VIII. DISCUSSION/ACTION ITEMS (HOA/Delegate/Member Feedback)

- A. CPNMD Lift Stations/Painting Update - Mr. Labossiere noted that these items are on the agenda for the CPNMD meeting on Monday, March 19, 2012, update will follow on outcome of this meeting.
- B. Douglas County I-25 and CP Parkway Land Update – The Board requested that management contact the Beverly Hills HOA to speak with them about this vacant land and update accordingly.
- C. Retreat Letter to the City was reviewed. Ms. Grant communicated that communication has been held with both the City and the Retreat HOA. No action needed.

IX. ADDITIONAL HOMEOWNER INPUT

A question was asked on what the Chamber does. More information on their website.

X. APPROVAL OF MINUTES

- A. The minutes from January 19, 2012 meeting were reviewed. There was one deletion of a sentence under VII. Homeowner Forum. Ms. Mallinson motioned to accept the minutes as corrected. Mr. Ford seconded the motion. Motion passed unanimously.

IX. FINANCIAL REPORTS

- A. The Board reviewed the December, January and February financials to include the bank statements, bank reconciliation detail, bank reconciliation summary, monthly income statement, ytd income statement, current payables (check detail), AR Aging summary, collections summary. Ms. Mallinson motioned to approve the financials as submitted. Seconded by Mr. Ford. Motion passed unanimously.
- B. Ms. Maguire presented the payables (check detail) from January 19, 2012 through March 15, 2012. Ms. Mallinson motioned to accept the payables as submitted, seconded by Mr. Ford. Motion passed unanimously.
- C. Ms. Maguire presented the delinquency report. Collections are ongoing and several more delinquent owners have remitted their dues.
- E. The Annual Disclosure statement will be posted on the website and eblasted out to the membership. Management will also post at the Community Center.

X. NEXT MEETING

- A. Next meeting date; April 19, 2012 – 7 p.m.

XI. ADJOURNMENT

With no other business to come before the Board, Ms. Mallinson made a motion to adjourn the monthly meeting at 9:25 p.m. Mr. Ford seconded the motion. Motion passed unanimously.

Respectfully submitted,

Kim Maguire, CMCA, Community Manager
Castle Pines North Association, Inc.