

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

Thursday, February 21, 2013
7:00 P.M.

I. CALL TO ORDER

- A.** The February 2013 meeting of the Board of Directors for the Castle Pines North Association, Inc., was held on the evening of February 21, 2013 at the Castle Pines Community Center, 7404 Yorkshire Drive, Castle Pines, Colorado 80108. The meeting was called to order at 7:00 p.m. by Board President, Steve Labossiere.
- B.** Introductions were called: Board Members present: Steve Labossiere, Anna Mallinson, Joan Millspaugh, Gregg Fisher, Eric Ford and Steve Eller.
- Representing management: Kim Maguire, CMCA[®] with Premier Property Management, LLC.
Homeowners present: James Einolf (Forest Park & City Council), Harriett Einolf (Forest Park & CPNMD Master Gardner), Carla Kenny (CP Chamber), Jill Monsen, (HOA#1)

Delegates/Alternates Present:

Gregg Fisher (Bristle Cone Single)
Eric Ford (Crossings)
Jeff Teter (Hidden Pointe)
Steve Eller (Greenbriar)
Jim Greathead (HOA 2)
Ken Hide (HOA 1)
Ted Lohr (Bristle Cone Patio)
Anna Mallinson (Forest Park)

Delegates Absent:

Mike Henry (Winterberry)
Paul Jaegar (Tapestry Hills)
Tracey Dwyre (South Lynx)
Dennis Kuhlmann (Stonecroft)
Gail Stehlik (Retreat)
Teke Sankey (North Lynx)
Jaime Chaulk (Romar)
Scott Blaeser (Glen Oaks)

Vacant (Buffalo Ridge)
Carol Padilla (Briar Cliff)
Don Van Putten (Pine Ridge)
Suki Fitzgerald (The Hamlet)
Rex Lucas (Bramble Ridge)

- 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. Ms. Maguire noted inserted pages in the Board Packet to reflect ARC Fence guidelines and Band information under Social Events. It was motioned by Mr. Ford to approve the additions to the Agenda. Motion was seconded by Ms. Mallinson. Motion passed unanimously.

II. HOMEOWNER FORUM

Mr. Greathead requested that the Master review the current Master ARC guidelines to offer options for fence materials to neighborhood Associations. Ms. Maguire noted that the Master ARC guidelines have an open ended option for fence materials, and that no direct requirement is addressed for lot line, privacy fencing and enclosures.

Ms. Einolf was present as the CPNMD "Master Gardener", to report on the upcoming Xeriscape/WaterWise Workshop Series. March 9, 2013 – visit the www.cpnmd.org for more information under "water conservation".

Mr. Hide was in attendance to inquire about the next steps needed with the Master to review new common area fencing that HOA#1 plans to install. The proposed fence project which will be completed over the next four years. Ms. Maguire will put the Master ARC (Bill Ader), in touch with Mr. Hide to meet to review the plans, color and materials of the fence for approval.

II. COMMUNITY REPORTS

- A. **Parks Authority** – The PA will be meeting every other month. Ms. Mallinson announced that David Necker has been appointed as member at large for another three year term.
- B. **CPN Metro District** – Inter Connect Pipeline Project is on schedule and under budget.
- C. **City of Castle Pines** – Mr. Einolf reported that per the request of City Council, the current City Manager has tendered his resignation. No updates regarding the Canyon’s development or other developments. The Canyon’s have submitted paperwork for approval for a garden for the City to consideration, however, it is unsure where water sources will come from. The Montessori school road access issues have been worked out for the new proposed building for the school. The project will be brought in front of the Planning Commission. The new City Clerk is Jaime Edwards.

III. COMMITTEE REPORTS

- A. **Website** – Nothing new to report. Ms. Maguire was asked to set Ms. Kenny up on garage sale and book swap event email.
- B. **Social Report** – The Annual Garage Sale will be held on May 17th and 18th from 9 a.m. to 2 p.m. Instead of 8 a.m. due to school traffic/safety issues. Ms. Kenny is working on final details regarding the sale.
Ms. Kenny presented several options for bands and stages for the CPN Master Concert in the Park Event, that will take place in July. Ms. Millspaugh motioned to hire the “Nacho Men” for the event. Mr. Eller seconded the motion. Motion passed unanimously. Ms. Mallinson motioned to approve Mobile Stage #1 for \$1,800. Seconded by Mr. Eller. Motion passed unanimously. Discussion was held regarding kid activity/giveaway. It was decided not to approve the extra activities and focus on the concert. Mr. Labossiere motioned for a total expenditure approval for the concert event not to exceed \$10,000. Ms. Millspaugh seconded the motion. Motion passed unanimously.
Book Swap will be held on April 20, 2013 at the Castle Pines Community Center. Volunteers are needed.
Mr. Fisher motioned to approve a ½ page color ad for April Connection for the Garage Sale and Book Swap. Seconded by Mr. Eller. Motion passed unanimously.

V. NEW BUSINESS

- A. The Inspection and Copying of Records Policy was reviewed. Mr. Labossiere motioned to approve the Resolution. Seconded by Mr. Eller. Motion passed unanimously.
- B. The Board reviewed the email from the HOA attorney regarding review and updating association policies for a flat fee of \$450. All agreed to move forward to have completed.
- C. Discussion was held to have an HOA Leaders meeting to include Delegates/Alternates and Board of Directors for all neighborhood associations. Ms. Maguire will look into venues and report to the Board in March to include suggested dates.

V. UNFINISHED BUSINESS

- A. No interested parties submitted their interest in the open Board position. Terms expires in November 2014. Another email blast will be sent out to the homeowners to see if any interested parties submit their names.

VII. ADDITIONAL HOMEWONER INPUT

Ms. Millspaugh, (Arts Commission Member), reported that the City is no longer partnering with the Arts Commission ("AC"). The AC has teamed up with Cherokee Ranch & Castle ("the Castle"). Both parties will be hosting an event together at the Castle, Friday, September 20, 2013. More information to follow. This event will be held strictly for the community members in Castle Pines.

VIII. APPROVAL OF MINUTES

- A. The minutes from January 17, 2013 meeting were reviewed. Ms. Millspaugh noted to delete Ms. Mallinson as an attended Delegate at the meeting. Mr. Fisher motioned to approve the minutes as amended. Mr. Eller seconded the motion. Motion passed with Ms. Mallinson abstaining.

IX. FINANCIAL REPORTS

- A. The Board reviewed the January financials to include the bank statements, bank reconciliation detail, bank reconciliation summary, monthly income statement, ytd income statement, current payables (check detail). Ms. Millspaugh motioned to approve the financials as submitted. Seconded by Ms. Mallinson. Motion passed unanimously.
- B. Ms. Maguire presented the payables (check detail) from January 14, 2013 through February 18, 2013. Mr. Eller motioned to accept the payables as submitted, seconded by Mr. Millspaugh. Motion passed unanimously.
- C. Ms. Maguire reported that 163 homeowners still need to pay the 2013 Annual Dues of \$40.00. It was noted last year this time, 212 homeowners had not paid their dues.

X. NEXT MEETING

- A. Next meeting date will be held on March 21, 2013.

XI. ADJOURNMENT

Mr. Labossiere made a motion to adjourn the monthly meeting at 8:40 p.m. Seconded by Ms. Mallinson. Motion passed unanimously.

Respectfully submitted,

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