



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

**Thursday, June 20, 2013**  
**7:00 P.M.**

**I. CALL TO ORDER**

- A.** The June 2013 meeting of the Board of Directors for the Castle Pines North Association, Inc., was held on the evening of June 20, 2013 at the Castle Pines Community Center, 7404 Yorkshire Drive, Castle Pines, Colorado 80108. The meeting was called to order at 7:01 p.m. by Vice President, Anna Mallinson.
- B.** Introductions were called: Board Members present: Anna Mallinson, Joan Millspaugh, Gregg Fisher, Steve Eller, Howard Bowles and Melissa Sanders. Absent; Steve Labossiere.
- Representing management: Kim Maguire, CMCA<sup>®</sup> with Premier Property Management, LLC.  
Homeowners present: Harriet and James Einolf

**Delegates/Alternates Present:**

Gregg Fisher (Bristle Cone Single)  
Bill Dalton (Claremont Estates)  
Fitzgerald (The Hamlet)  
Anna Mallinson (Forest Park)  
Steve Eller (Greenbriar)  
Jim Greathead (HOA 2)  
Ken Hide (HOA 1)  
Matt Amerian (Glen Oaks)

**Delegates Absent:**

Mike Henry (Winterberry)  
Scott Blaeser (Glen Oaks)  
Paul Jaegar (Tapestry Hills)  
Tracey Dwyre (South Lynx)  
Dennis Kuhlmann (Stonecroft)  
Gail Stehlik (Retreat)  
Teke Sankey (North Lynx)  
Steve Martin (Glen Oaks)  
Nan Mead (Hamlet)

Vacant (Buffalo Ridge)  
Vacant (Crossings) Suki  
Carol Padilla (Briar Cliff)  
Don Van Putten (Pine Ridge)  
Jaime Chaulk (Romar)  
Rex Lucas (Bramble Ridge)  
Jeff Teter (Hidden Pointe)  
Ted Lohr (Bristle Cone Patio)

- C.** Ms. Mallinson explained the homeowner input guidelines to all in attendance.
- D.** Ms. Mallinson called for any additions, deletions or modifications to the agenda. It was motioned by Mr. Eller to approve the Agenda as submitted. Motion was seconded. Motion passed unanimously.

**II. APPOINT OFFICER**

Ms. Mallinson motioned to appoint Steve Eller as the Secretary to replace the vacancy that was previously held by Mr. Ford. Motion was seconded. Motion passed unanimously.

**III. HOMEOWNER FORUM**

Mr. Hide from HOA#1 commented that no approval was needed on the fence that they are replacing, because it will be replaced with the exact same fence as the current fence. Mr. Hide also commented that the Master HOA and the Castle Pines North Metro District will be receiving a letter from their attorney soon, regarding responsibility of common areas.

Ms. Einolf announced that the next xeriscape presentation will be held on July 13 at 8 a.m. at the CPN Community Room regarding “sustainable flower gardens”.

#### IV. COMMUNITY REPORTS

- A. **Parks Authority** – Ms. Mallinson reported that long term employee of the CPNMD, Charlie Fagan has retired. His last day is June 26, 2013. Mr. Fagan was the parks and open space manager. The next PA meeting will be September 2013.
- B. **CPN Metro District** – No report.
- C. **City of Castle Pines** – Mr. Einolf reported that they are still interviewing for City Manager, they have four candidates. The fireworks display by the City is still on for July 6<sup>th</sup>. No cancelation announcement has been made. If it is canceled due to fire danger, there would be a possibility of having the fireworks display at the Octoberfest event in September.

#### V. COMMITTEE REPORTS

- A. **Website** –No report.
- B. **Social Report** – There were several positive comments from homeowners regarding this year’s Garage Sale. Concert in the Park is scheduled for July 20<sup>th</sup> from 6-8 p.m. Ms. Maguire polled the Board to ask them if they approve of having a BBQ concession at the concert. The BBQ will be managed by a nonprofit group. The Board approved with no objections. Ms. Maguire polled the Board to see if they would approve of candy being handed out for the “Movie in the Park” event on August 17<sup>th</sup>. There were no objections. The cost will be approximately \$420.00. No concessions will be available at the Movie Event.

#### VI. NEW BUSINESS

- A. Ms. Millspaugh motioned to approve the 2012 Audit as amended. Motion was seconded and passed unanimously.
- B. Mr. Eller motioned to ratify the prior email approval (“Action without Meeting”), of the July Connection advertisement. Motion was seconded and passed unanimously.
- C. Mr. Fisher motioned to ratify the prior email approval, (“Action without Meeting”), of the payment extension plan for a homeowner. Motion seconded and passed unanimously.

#### VII. UNFINISHED BUSINESS

- A. Mr. Eller motioned to approve the replacement of the Claremont Estates entrance sign, lettering to match Knightsbridge sign. Motion was seconded and passed unanimously.

#### VIII. ADDITIONAL HOMEWONER INPUT

No comments.

**IX. APPROVAL OF MINUTES**

- A. The minutes from April 18, 2013 meeting were reviewed. Mr. Eller motioned to approve the minutes as presented. Motion was seconded. Motion passed, with Mr. Bowles abstaining. Note there was no meeting in May 2013.

**X. FINANCIAL REPORTS**

- A. The Board reviewed the April and May 2013 financials to include the bank statements, bank reconciliation detail, bank reconciliation summary, monthly income statement, ytd income statement; current payables (check detail). Ms. Mallinson motioned to approve the financials as submitted. Motion was seconded and passed unanimously.
- B. Ms. Maguire presented the payables (check detail) from April 15, 2013 through June 20, 2013. Ms. Millspaugh motioned to accept the payables as submitted, motion was seconded and passed unanimously.
- C. Ms. Maguire presented the delinquency report. Collections are ongoing. The request to waive a late fee for a homeowner was not approved, since the Board waived the late fee the prior year.
- D. Ms. Millspaugh motioned to approve the proposal for the 2013 Audit and Taxes by Frashier and Foss, P.C. Motion was seconded and passed unanimously.

**XI. NEXT MEETING**

- A. July 18, 2013 – 7 p.m. at the CPN Community Center.

**XII. ADJOURNMENT**

Mr. Bowles made a motion to adjourn the monthly meeting at 7:50 p.m. Motion was seconded and passed unanimously.

Respectfully submitted,

Kim Maguire, CMCA<sup>®</sup>, Community Manager  
Castle Pines North Association, Inc.