



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

**Thursday, March 19, 2015**  
**7:00 P.M.**

**I. CALL TO ORDER**

- A.** The March 2015 meeting of the Board of Directors for the Castle Pines North Association, Inc., was held on the evening of March 19, 2015 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, Anna Mallinson.
- B.** Introductions were called: Board Members present: Joan Millspaugh, Melissa Sanders, Steve Eller, Anna Mallinson and Kristy Buirge. Absent: Gregg Fisher, Representing management: Kim Maguire, CMCA<sup>®</sup> with Premier Property Management, LLC. Homeowners present Doug Rowlett, James and Linnie Phifer.

**Delegates/Alternates Present:**

Steve Eller (Greenbriar)  
Kristy Buirge (Tapestry Hills)  
Patrick Dunn (Hidden Pointe)  
Bill Dalton (Claremont Estates)  
Anna Mallinson (Forest Park)  
Belinda King (North Lynx)

**Delegates Absent:**

Matt Amerlan (Glen Oaks)      Vacant (HOA2)  
Steve Woolley (The Hamlet)      Doug Gilbert (HOA 1)  
Jim Swenson (Bramble Ridge)      Mary Fletcher (BristolCone Patio)  
Paul Mauro (Crossings)      Mike Henry (Winterberry)  
Vacant (Briar Cliff)      Vacant (Retreat)  
Dennis Kuhlmann (Stonecroft)      Gregg Fisher (BristleCone Single)  
Tracey Dwyre (South Lynx)      Arlene Armata (Pine Ridge)  
Jaime Chaulk (Romar)

- 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. Ms. Millspaugh motioned to approve the Agenda as presented. Motion seconded and passed unanimously.

**II. HOMEOWNERS FORUM**

- A.** A homeowner was in attendance to discuss the poor conditions of the Buffalo Ridge Estates private streets. The homeowner was instructed to go to that Association "Buffalo Ridge Estates HOA", with the questions, since that is the Sub HOA's responsibility.

**III. COMMITTEE REPORTS**

- A.** Social Events– Ms. Maguire presented the advertisements for the Connection Newspaper for the DVD Book Sale and Concert series. Ms. Millspaugh motioned to approve a 1/3 colored page ad for the Garage Sale for \$570 for May, a full page colored ad for the Concert series for \$1,425 for June and a 1/3 colored page ad for the Concert series for August. Motion was seconded and passed unanimously. Ms. Maguire will check with Ms. Kenny on food trucks and the church food concession.
- a. Ms. Sanders motioned to ratify the approval of the March 10, 2015 Action without Meeting vote to approve the Connection ad for the DVD/Book Swap and Garage Sale for \$736.25. Motion was seconded and passed unanimously.

- B. Website – Ms. Mallinson motioned for the Webmaster to work on spam issues that are happening with email addresses. Motion was seconded and passed unanimously.

#### **IV. COMMUNITY REPORTS**

- A. Castle Pines Parks Authority – Ms. Mallinson reported that the PA was approached to contribute exterior landscaping to the Library. No action taken. Ms. Mallinson motioned for Ms. Maguire to speak to legal counsel regarding a possible donation to the Library and report at the next meeting. Motion was seconded and passed unanimously.
- B. CPN Metro –No action taken.
- C. City of Castle Pines – No action taken.

#### **V. NEW BUSINESS**

- A. A letter to Douglas County was enclosed in the packet for reference regarding the IGA Amendment #DR2015-004, Zoning Resolution Amendment #DR2015-009 and Event Center USR#US2015-003, which was authored by Ms. Mallinson. No action taken. Reference only.
- B. A letter to Douglas County regarding Zoning Resolution Amendment DR2014-009 was enclosed in the packet authored by Ms. Mallinson for reference only that was read at the recent Douglas County Planning Commission meeting.
- C. Discussion was held regarding the 14 Day Referral or the CPN Library. Concerns included limited parking, and street width. Ms. Maguire will complete the referral form and submit to the City of Castle Pines.
- D. The Selection Committee consisting of Ms. Sanders, Ms. Mallinson and Ms. Buirge was approved to interview candidates to fill the vacant position that was recently vacated by Mr. Labossiere. Term ending 2017. Ms. Maguire will prepare an email blast for review and approval by Ms. Mallinson and Ms. Sanders.

#### **VI. UNFINISHED BUSINESS**

- A. Ms. Mallinson will visit with David Necker with the Planning Commission regarding possible fence requirements for the City of Castle Pines and report back at next month's meeting.

#### **VIII. ADDITIONAL HOMEOWNER INPUT**

No comment.

#### **VII. APPROVAL OF MINUTES**

- A. The minutes from February 19, 2015 meeting were reviewed. A motion was made by Ms. Millspaugh to approve the minutes as amended. Motion was seconded and passed unanimously.

#### **VIII. FINANCIAL REPORTS**

- A. The Board reviewed the February 2015 financials to include the bank statements, bank reconciliation detail, bank reconciliation summary, monthly income statement, ytd income

statement. Ms. Millspaugh motioned to accept the financials as submitted. Motion was seconded and passed unanimously. Ms. Maguire will email the Board a revised YTD income statement.

- B.** Ms. Maguire presented the Delinquency Report – There are 57 homeowners left to pay the annual assessment. Last year this time there were 92.
- C.** Ms. Maguire presented the payables (check detail 1211-1229). Ms. Millspaugh motioned to approve the payables as submitted; motion was seconded and passed unanimously.

#### **IX. NEXT MEETING**

- A.** Next monthly Board of Directors Meeting - Thursday, April 16, 2015 at 7:00 p.m. at the Castle Pines North Community Center.

#### **X. ADJOURNMENT**

Ms. Millspaugh made a motion to adjourn the monthly meeting at 8:30 p.m. Motion was seconded and passed unanimously.

Respectfully submitted,

*Kim Maguire*

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