

MASTER
ASSOCIATION
cpn

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

Thursday, February 16, 2017
6:30 P.M.

I. CALL TO ORDER

- A.** The February 2017 meeting of the Board of Directors for the Castle Pines North Association, Inc., was held on the evening of February 16, 2017 at the Castle Pines Library, (CPN Master Event Hall), 360 Village Square Lane, Castle Pines, Colorado 80108. The meeting was called to order at 6:30 p.m. by Board President, Anna Mallinson.
- B.** Introductions were called: Board Members present: Anna Mallinson, Joan Millspaugh, Gregg Fisher and Kristy Buirge and Melissa Sanders. Absent; Patrick Dunn.
Representing management: Kim Maguire, CMCA[®] with Premier Property Management, LLC. Deborah Mulvey, North Lynx HOA, Andrew Howard, CPN II.

Delegates/Alternates Present:

Gregg Fisher (BristleCone Single)
Rick Lee (North Lynx)
Kristy Buirge (Tapestry Hills)
Anna Mallinson (Forest Park)
Belinda King (North Lynx)
Joan Millspaugh (BristolCone Patio)

Delegates Absent:

Briea Berry (Glen Oaks)
Cory Mankin (Retreat)
Vacant (Stonecroft)
Lynette Kramer (Romar)
Steve Woolley (The Hamlet)
Don Reece (Bramble Ridge)
David Beck (Crossings)
Steve Eller (Greenbriar)

Tom Manning (HOA 2)
Doug Gilbert (HOA 1)
Mike Henry (Winterberry)
Kenneth Sokolowski (Buff Est)
Arlene Armata (Pine Ridge)
Tracey Dwyre (South Lynx)
Tom Kellogg (Briar Cliff)
Patrick Dunn (Hidden Pointe)

- 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. Sanders motioned to approve the agenda. Motion was seconded and passed.

II. ELECTION OF OFFICERS

- A.** Ms. Mallinson motioned to keep Officer positions the same as last year with the exception of Kristy Buirge be elected as Secretary. Motion was seconded and passed unanimously.
Officers positions for 2017 are as follows: Anna Mallinson, President, Melissa Sanders, Vice President, Joan Millspaugh, Treasurer, Kristy Buirge, Secretary. Gregg Fisher and Patrick Dunn will continue as Board Members at Large.
- B.** Ms. Maguire passed out the Core Values Commitment, all Board Members signed. Patrick Dunn will need to sign.
- C.** Bank signers are Ms. Mallinson, Ms. Millspaugh, Mr. Fisher, Ms. Sanders and Ms. Buirge.
- D.** The Board received the resignation of Board Member Steve Eller effective on October 31, 2016.

III. COMMITTEE REPORTS

- A.** Concerts in the Park and Garage Sale: Ms. Maguire announced the top four band selections, dates will be secured and announced. Two Saturday's and two Sundays from 4 p.m. to 6 p.m. The 27th Annual Garage Sale will be held May 19th and May 20th from 9 a.m. to 2 p.m. Ms. Maguire requested the following for advertising for the Garage Sale and Concerts. ½ page ad for Garage Sale and full page ad for the concerts in June, ½ page in July and ½ page in August. Ms. Sanders motioned to approve the request. Motion was seconded and passed unanimously.
- B.** President Report: The Social for Newcomers was successful. An owner suggested more info on gas and electric providers. City Council is reviewing the possibility of transitioning to a home rule city.

IV. HOMEOWNERS FORUM

- A.** Discussion was held regarding moving the garage sale date. It was noted that the date has been the third weekend in May for the last 27 years. As recognized the date cannot appease everyone, however a second date will be reviewed to be held sometime in September.

V. NEW BUSINESS

- A.** Social Media – Board Members should not respond on Social Media sites unless reviewed and approved prior to the rest of the Board Members and with a Social Media policy in place.
- B.** Goats – Three Sub HOA's will be participating this year. No action taken.
- C.** Castle Pines App – it was noted that the CPN "Master" Association will not participate in the Sponsored Publication App due to errors and their commitment to update.
- D.** Ms. Maguire will send out a campaign email to all Members on the Board position that is currently open until 2018. Discussion was held regarding Board Members going through a background check. Ms. Maguire will present more information at the next meeting.

VI. UNFINISHED BUSINESS

- A.** The Board reviewed the Power Point draft for the Developers. Any edits should be sent to Ms. Maguire.

VII. APPROVAL OF MINUTES

- A.** The minutes from October 20, 2016 meeting were reviewed. A motion was made by Ms. Millspaugh to approve the minutes as presented. Motion was seconded and passed with Ms. Sanders abstaining.

VIII. FINANCIAL REPORTS

- A.** The Board reviewed the November, December 2016 and the January 2017 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.

- B.** Discussion was held regarding investments, such as a money market or CD. Ms. Maguire will provide more information at the next meeting.
- C.** Ms. Maguire presented the payables (check detail 1541- 1594). Ms. Millspaugh motioned to approve the payables as submitted; motion was seconded and passed unanimously.
- D.** Ms. Maguire noted that 107 homeowners have yet to pay the 2017 \$40 annual dues. In 2016 there were 116 owners that had not paid.
- E.**

IX. NEXT MEETING

- A.** The next Board of Directors meeting will be held on Thursday, March 16, 2017 at 6:30 p.m. at the Castle Pines Library, CPN Master Association Event Hall.

X. ADJOURNMENT

Ms. Sanders made a motion to adjourn the monthly meeting at 7:57 p.m. Motion was seconded and passed unanimously.

Respectfully submitted,

Kim Maguire

Kim Maguire, CAM, CMCA®
Castle Pines North Association, Inc.

Anna Mallinson – Term – **2019** –President
Melissa Sanders - Term – **2017** – Vice President
Joan Millspaugh – Term – **2019** – Treasurer
Kristy Buirge– Term – **2018** – Secretary

Gregg Fisher – Term – **2017**– Board Member
Patrick Dunn – Term – **2017** – Board Member
Vacant – Term - **2018**