

MASTER  
ASSOCIATION  
cpn

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

**Thursday, June 16, 2016**  
**7:00 P.M.**

**I. CALL TO ORDER**

- A.** The June 2016 meeting of the Board of Directors for the Castle Pines North Association, Inc., was held on the evening of June 16, 2016 at the Castle Pines Library, 360 Village Square Lane, 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: Anna Mallinson, Steve Eller, Joan Millspaugh, Patrick Dunn, Gregg Fisher, Kristy Buirge. Absent; Melissa Sanders  
Representing management: Kim Maguire, CMCA® with Premier Property Management, LLC.

**Delegates/Alternates Present:**

Gregg Fisher (BristleCone Single)  
Steve Eller (Greenbriar)  
Tom Locke (Claremont Estates)  
Anna Mallinson (Forest Park)  
Kristy Buirge (Tapestry Hills)  
Joan Millspaugh (BristolCone Patio)  
Bill Dalton (Claremont Estates)

**Delegates Absent:**

Matt Amerlan (Glen Oaks)  
Vacant (Retreat)  
Dennis Kuhlmann (Stonecroft)  
Anthony Werner (Romar)  
Steve Woolley (The Hamlet)  
Jim Swenson (Bramble Ridge)  
Paul Mauro (Crossings)  
Belinda King (North Lynx)

Lee Mayfield (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)

- 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. Mallinson requested the addition of 2017 Budget and Fence. Ms. Millspaugh motioned to approve the additions to the agenda. Motion was seconded and passed.

**II. COMMITTEE REPORTS**

- A.** Social Events– Ms. Maguire noted the first of the Concert in the Park is Sunday, June 19, 2016. No Action taken.
- B.** Website – Ms. Maguire noted that a new email system is now in use. There were issues with the previous system creating spam issues with the receivers of the emails. No action taken.

**III. HOMEOWNERS FORUM**

- A.** No comments.

**IV. NEW BUSINESS**

- A.** Public Open House – City of Castle Pines – Parks and Recreation Comprehensive Plan with a City-Wide survey was discussed. Find more info at [www.castlepinesgov.com](http://www.castlepinesgov.com). No action taken.

- B. DC Proposed Amendment – DR2016-006 – CPN Master response to Accessory Motorsports – Set distance to be considered from residential homes and request to only allow on 35 acres and larger.
- C. Sage Village ZR16-001 – No comments.
- D. Community Directory – Several updates need to be made. Ms. Maguire to communicate with Directory Publisher.

#### **V. UNFINISHED BUSINESS**

- A. Discussion was held regarding the downed fence on Castle Pines Parkway, HOA #1 and the Castle Pines Metro District are in communication to resolve ownership of the fence. No action taken.

#### **VI. APPROVAL OF MINUTES**

- A. The minutes from May 19, 2016 meeting were reviewed. A motion was made by Mr. Dunn to approve the minutes as presented. Motion was seconded and passed with Mr. Eller abstaining.

#### **VII. FINANCIAL REPORTS**

- A. The Board reviewed the May 2016 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. Ms. Maguire presented the payables (check detail 1477-1496). Mr. Dunn motioned to approve the payables as submitted; motion was seconded and passed unanimously.
- C. Ms. Maguire presented the Delinquency Report. No action taken.
- D. Current Collection Policy was reviewed; no action taken.
- E. Ms. Mallinson requested a 2017 Budget workshop meeting for next month. The meeting will start at 6:30 p.m. to allow for enough time to review and discuss.

#### **VIII. NEXT MEETING**

- A. The next Board of Directors meeting will be held on Thursday, July 21, 2016 at 6:30 p.m. at the Castle Pines Library – CPN Master Event Hall.

#### **IX. ADJOURNMENT**

Ms. Buirge made a motion to adjourn the monthly meeting at 8:04 p.m. Motion was seconded and passed unanimously.

Respectfully submitted,

*Kim Maguire*

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

***Executive Session*** was called to order by Ms. Millspaugh at 8:05 p.m. to discuss litigation against two homeowners for delinquent HOA Dues. No action was taken. A motion was made at 8:30 p.m. to adjourn the session by Ms. Mallinson. Motion was seconded and passed unanimously.

Anna Mallinson – Term – **2016** –President  
Melissa Sanders - Term – **2017** – Vice President  
Joan Millspaugh – Term – **2016** – Treasurer  
Steve Eller- Term **2018** – Secretary

Gregg Fisher – Term – **2017**– Board Member  
Kristy Buirge– Term – **2018** – Board Member  
Patrick Dunn – Term – **2017** – Board Member