

MASTER  
ASSOCIATION  
cpn

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

**Thursday, May 19, 2016**  
**7:00 P.M.**

**I. CALL TO ORDER**

- A.** The May 2016 meeting of the Board of Directors for the Castle Pines North Association, Inc., was held on the evening of May 19, 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, Melissa Sanders, Joan Millspaugh, Patrick Dunn, Gregg Fisher, Kristy Buirge. Absent; Steve Eller.  
Homeowners Present: Linda and Jim Garnsey, (PineRidge), Rick Lee (NorthLynx).  
Representing management: Kim Maguire, CMCA<sup>®</sup> with Premier Property Management, LLC.

**Delegates/Alternates Present:**

Gregg Fisher (BristleCone Single)  
Barb Saenger (Pineridge)  
Doug Gilbert (HOA 1)  
Anna Mallinson (Forest Park)  
Kristy Buirge (Tapestry Hills)  
Joan Millspaugh (BristolCone Patio)  
Belinda King (North Lynx)  
Rick Lee (North Lynx)

**Delegates Absent:**

Matt Amerlan (Glen Oaks)  
Steve Eller (Greenbriar)  
Dennis Kuhlmann (Stonecroft)  
Anthony Werner (Romar)  
Steve Woolley (The Hamlet)  
Jim Swenson (Bramble Ridge)  
Paul Mauro (Crossings)

Lee Mayfield (HOA 2)  
Vacant (Retreat)  
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. Maguire requested the addition of V.B Concert Insurance. Ms. Sanders motioned to approve the change to the agenda. Motion was seconded and passed.

**II. CASTLE PINES CHAMBER**

Mr. Segal and Mr. Dodd with the Castle Pines Chamber were present to discuss communication partnership with them and the CPN Master Association, to include exploring ideas on how to participate and connect more with the Community. Ms. Mallinson, Mr. Dunn and Ms. Sanders will meet at a later date with the Chamber to discuss further. Mr. Segal will reach out to Ms. Maguire on meeting dates.

**III. COMMITTEE REPORTS**

- A.** Social Events– Ms. Maguire presented the Board with the menu for the Concerts in the Park Food Truck, it was requested to add vegetarian items. Ms. Maguire will contact Ms. Kenny to look into. It was suggested by our Event Coordinator to hold the Book and Digital Media Swap every other year. No action taken.

- B. Website – Ms. Maguire requested ideas from the Board of Directors for Blog items for the Website.

#### **IV. HOMEOWNERS FORUM**

Mr. Gilbert was in attendance as the Board President from HOA #1. Mr. Gilbert discussed the fence that is falling over located on Castle Pines Parkway. It is still uncertain who will make the repairs to the fence. The CPN Metro District has been contacted as well regarding this fence.

No action taken.

Ms. Saenger was in attendance for Pineridge to discuss the Goat Project and ask for donations and newsletter email blast and website posting from the Castle Pines North Master Association. The Association agreed to support the event with a community wide electronic newsletter blast and posting on the website. A monetary decision was not made and the Board requested more cost information from Ms. Saenger.

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

- A. Douglas County Wildfire Information – Ms. Maguire received information from the DC Department of Public Works Engineering. The Board approved for the material regarding wildfires to be posted on the CPN Master website.
- B. Insurance for Concerts in the Park. – Ms. Maguire presented an insurance policy for rain/wind and hail coverage for the Concerts in the Park series. Ms. Millspaugh motioned to approve the insurance premium with no coverage for Terrorism and Communicable Diseases. Motion was seconded and passed unanimously.

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

There was no unfinished business to cover.

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

- A. The minutes from April 21, 2016 meeting were reviewed. A motion was made by Ms. Millspaugh to approve the minutes as presented. Motion was seconded and passed with Mr. Dunn abstaining.

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

- A. The Board reviewed the April 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 1462-1476). Mr. Dunn motioned to approve the payables as submitted; motion was seconded and passed unanimously.
- C. Ms. Maguire presented the Delinquency Report. The Board agreed to send four homeowners to the attorney for collection after numerous attempts to collect by Management.

## IX. NEXT MEETING

- A. The next Board of Directors meeting will be held on Thursday, June 16, 2016 at 7:00 at the Castle Pines Library – CPN Master Event Hall.

## X. ADJOURNMENT

Ms. Buirge made a motion to adjourn the monthly meeting at 7:52 p.m. Motion was seconded and passed unanimously.

Respectfully submitted,

*Kim Maguire*

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

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

Executive Session was called to order by Ms. Mallinson at 7:53 p.m. to discuss litigation against an owner for delinquent HOA Dues. A motion was made at 8:45 p.m. to adjourn by Ms. Millspaugh. Motion was seconded and passed unanimously.