
MASTER
ASSOCIATION 
cpn

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

Thursday, April 20, 2017
6:30 P.M.

I. CALL TO ORDER

- A.** The April 2017 meeting of the Board of Directors for the Castle Pines North Association, Inc., was held on the evening of April 20, 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 6:34 p.m. by Board President, Anna Mallinson.
- B.** Introductions were called: Board Members present: Anna Mallinson, Joan Millspaugh, Gregg Fisher and Kristy Buirge, Melissa Sanders and Patrick Dunn.
Representing management: Kim Maguire, CMCA[®] with Premier Property Management, LLC. Belinda King and Chris Eubanks, North Lynx HOA.

Delegates/Alternates Present:

Gregg Fisher (BristleCone Single)
Patrick Dunn (Hidden Pointe)
Kristy Buirge (Tapestry Hills)
Anna Mallinson (Forest Park)
Belinda King (North Lynx)
Joan Millspaugh (BristolCone Patio)

Delegates Absent:

Briea Berry (Glen Oaks) Tom Manning (HOA 2)
Cory Mankin (Retreat) Doug Gilbert (HOA 1)
Vacant (Stonecroft) Mike Henry (Winterberry)
Lynette Kramer (Romar) Kenneth Sokolowski (Buff Est)
Steve Woolley (The Hamlet) Arlene Armata (Pine Ridge)
Don Reece (Bramble Ridge) Tracey Dwyre (South Lynx)
David Beck (Crossings) Tom Kellogg (Briar Cliff)
Steve Eller (Greenbriar)

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

II. RATIFY APPOINTMENT OF NEW BOARD MEMBER

- A.** Ms. Mallinson introduced the new Board of Director, Chris Eubanks to serve on the Board until November 2018, replacing Mr. Eller. Ms. Mallinson noted that five candidates were interviewed. Action without meeting was conducted to appoint Mr. Eubanks at an earlier date. Ms. Sanders made a motion to ratify the appointment. Motion was seconded and passed unanimously.

III. 2016 AUDIT OVERVIEW AND ACCEPT

- A.** Mr. Maguire presented the 2016 Audit to the Board. Mr. Dunn motioned to accept the 2016 Audit as presented. Motion was seconded and passed unanimously.

IV. COMMITTEE REPORTS

- A. Presidents Report – Ms. Mallinson encouraged Board Members to attend the next Judge Greg Hobbs Event at the CPNMD. Castle Pines City Council will have four terms up in November. Ms. Mallinson noted that she will be meeting with City of Castle Pines to discuss new notification signs. The CPNMD and City will be working together on street and water pipe repairs. The next welcome social for new homeowners will be held on May 4th at Pino's Restaurant.
- B.
 - 1. Ms. Millspaugh motioned to sponsor the 60' Obstacle Course and Princess Bounce at the Party in the Pines Event with the CPN Association as the named insured. Motion was seconded and passed with Ms. Sanders abstaining.
 - 2. Ms. Maguire included the Third Annual Fete des Fables Invite. No action taken.
 - 3. Mr. Dunn motioned to approve the insurance for the Concert in the Park series. Motion was seconded and passed unanimously.
- C. The Board reviewed the Thank You email from CPACF for sending out campaigns on their behalf.

V. HOMEOWNERS FORUM

No homeowner comments.

VI. NEW BUSINESS

- A. The Board reviewed the request to replace the Claremont Estates entrance sign from a homeowner, so it would match the other new signs that the CPNMD installed. Since the sign is in good shape the Board decided that it was not a fiscally responsible decision to replace at this time. However, when the time comes and it needs to be replaced, we will ensure it is replaced to look like the other brown signs in the Community.
- B. The Board decided to promote and send out campaigns regarding bees in our community since the City has adopted an ordinance to allow bee hives. More info is at www.coloradobeekeepers.org
- C. Ms. Maguire will send out a Doodle poll to coordinate a Board of Director team building night.
- D. Local car break-ins were discussed. It was noted that several government entities had sent out emails regarding this issue along with local news stations. The CPN Association had also sent out a campaign to all their Members regarding various issues and how to sign up for alerts with Douglas County. Douglas County Sheriff's Department has also increased patrols in the area.
- E. Based on the recommendation of Mr. Eubanks, Ms. Maguire will work with Simple Website Design on a Google Map for the garage sale.

VI. UNFINISHED BUSINESS

- A. The Board reviewed the Power Point draft for the Developers and has tabled until further notice.
- B. Board of Director background and reference checks have been tabled until May after Ms. Maguire consults with legal counsel.
- C. CD investment has been tabled so the Board can consider further options.
- D. Mr. Fisher motioned to ratify the approval of the Board of Director Selection Committee of Ms. Mallinson, Ms. Millspaugh and Mr. Fisher. Motion was seconded and passed with Mr. Eubanks abstaining.

VII. APPROVAL OF MINUTES

- A. The minutes from February 16, 2017 meeting were reviewed. A motion was made by Ms.

Millspaugh to approve the minutes as presented. Motion was seconded and passed with Ms. Dunn and Mr. Eubanks abstaining.

VIII. FINANCIAL REPORTS

- A. The Board reviewed the February and March 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. Ms. Maguire presented the payables (check detail 1595-1630). Ms. Millspaugh motioned to approve the payables as submitted; motion was seconded and passed unanimously.
- C. Ms. Maguire noted that notices will be sent to homeowners on outstanding dues owed.
- D. Ms. Sanders motioned to deny the waiving of the late fee request sent in by a homeowner as the homeowner already had one late fee waived from 2015. Motion was seconded and passed unanimously.

IX. NEXT MEETING

- A. The next Board of Directors meeting will be held on Thursday, May 18, 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 8:33 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
Chris Eubanks – Term - **2018** – Board Member