



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

**Thursday, January 25, 2018**  
**6:30 P.M.**

**I. CALL TO ORDER**

- A.** The January 2018 meeting of the Board of Directors for the Castle Pines North Association, Inc., was held on the evening of January 25, 2018 at the Castle Pines Library, (First Floor Conference Room), 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, Kristy Buirge, Patrick Dunn, Mary Fletcher, Chris Eubanks and Al Hoffman.
- Representing management: Kim Maguire, CMCA<sup>®</sup> with Premier Property Management, LLC.  
Homeowner present, Paul Rehrig.

**Delegates/Alternates Present:**

Rick Lee (North Lynx)  
Arlene Amata (Pine Ridge)  
Kristy Buirge (Tapestry Hills)  
Anna Mallinson (Forest Park)  
Joan Millspaugh (BristleCone Patio)  
Patrick Dunn (Hidden Pointe)

**Delegates Absent:**

Carmen Decker (Glen Oaks)  
Cory Mankind (Retreat)  
Vacant (Stonecroft)  
Lynette Kramer (Romar)  
Steve Woolley (The Hamlet)  
Larry Cook (Bramble Ridge)  
David Beck (Crossings)  
Steve Eller (Greenbriar)

Tom Manning (HOA 2)  
Sue Brown (HOA 1)  
Mike Henry (Winterberry)  
Amanda Trask (Buff Est)  
Tom Kellogg (Briar Cliff)  
Christina Morley (South Lynx)  
Gregg Fisher (BristleCone Single)

- 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 to add Presidents Report; IV.B.
- Ms. Millspaugh motioned to approve the agenda as amended. Motion was seconded and passed unanimously.

**II. ELECTION OF OFFICERS**

Ms. Millspaugh motioned to elect the following Board Members as Officers:  
Anna Mallinson – President, Kristy Buirge – Vice President, Mary Fletcher – Secretary, Joan Millspaugh – Treasurer. Chris Eubanks, Patrick Dunn and Al Hoffman as Members at Large.  
Motion was seconded and passed unanimously.

**III. HOMEOWNERS FORUM**

No homeowner comments.

**IV. COMMITTEE REPORTS**

- A.** Ms. Maguire presented dates for the 2018 Events – Concerts in the Park - June 24<sup>th</sup>, July 22<sup>nd</sup>, August 5<sup>th</sup> and August 26<sup>th</sup>. All Sundays from 4 p.m. to 6 p.m.  
Book Swap – April 21<sup>st</sup> and 22<sup>nd</sup> from 1 p.m. to 3 p.m.

Garage Sales – May 18<sup>th</sup> and 19<sup>th</sup> and September 14<sup>th</sup> and 15<sup>th</sup> from 9 a.m. to 2 p.m.

- B. Presidents Report – Parks Authority update, CPN Metro District request on email blast, Welcome New Owners Reception, February 8, 2018. Board Members please respond promptly to emails and when responding please reply to all Board Members.

#### V. NEW BUSINESS

- A. The Board signed the Core Values Commitment. Ms. Maguire will post on the website.
- B. The Board approved the 2018 Board Meeting dates. January 25, March 15, May 17, July 19, September 20 and *November 8 (Annual Delegate Meeting)*.
- C. City of Castle Pines – Case Number #SB17-003 Canyons Plat No. 2 – No comments.
- D. Ms. Maguire presented for the record only, the signed 7<sup>th</sup> Amendment. Amendment is posted on the website.
- E. Ms. Millspaugh motioned to approve the 2018 Event ads with the Castle Pines Connection for \$4,550. Motion was seconded and passed unanimously.
- F. Ms. Millspaugh motioned to approve the 2018 Management Contract with Premier Property Management, LLC. Motion was seconded and passed unanimously.

#### VI. UNFINISHED BUSINESS

- A. No unfinished business to discuss this month.

#### VII. APPROVAL OF MINUTES

- A. The minutes from October 19, 2017 meeting were reviewed. A motion was made by Ms. Buirge to approve the minutes as presented. Motion was seconded and passed with Ms. Fletcher and Mr. Hoffman abstaining.
- B. Special Meeting Minutes from November 9, 2017 were reviewed. Mr. Dunn motioned to approve the minutes as presented. Motion was seconded and passed with Mr. Hoffman, Mr. Eubanks and Ms. Fletcher abstaining.

#### VIII. FINANCIAL REPORTS

- A. The Board reviewed the 2017-year end financials to include the bank statements, bank reconciliation detail, bank reconciliation summary, monthly income statement and YTD income statement. Ms. Millspaugh motioned to accept the financials as submitted. Motion was seconded and passed unanimously.
- B. Ms. Maguire confirmed the CD that was purchased with an APY 1.9%; matures 6/21/2019.
- C. Ms. Millspaugh motioned to ratify the approval of the CD, (previously approved via Action WO Meeting on November 16, 2017). Motion was seconded and approved unanimously.
- D. Ms. Maguire presented the payables (check detail 1692-1754). Mr. Dunn motioned to approve the payables as submitted. Motion was seconded and passed unanimously.
- E. Ms. Maguire presented the delinquency report. No action taken.

## IX. NEXT MEETING

- A. The next Board of Directors meeting will be held on Thursday, March 15, 2018 at 6:30 p.m. at the Castle Pines Library, CPN Master Association Event Hall.

## X. ADJOURNMENT

Ms. Millspaugh made a motion to adjourn the monthly meeting at 7:00 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  
Kristy Buirge – Term – **2018** – Vice President  
Joan Millspaugh – Term – **2019** – Treasurer  
Mary Fletcher – Term **2020** – Secretary

Patrick Dunn – Term – **2020** – Board Member  
Chris Eubanks – Term - **2018** – Board Member  
Al Hoffman – Term – **2020** – Board Member