



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

**Thursday, May 17, 2018**  
**6:30 P.M.**

**I. CALL TO ORDER**

- A.** The May 2018 meeting of the Board of Directors for the Castle Pines North Association, Inc., was held on the evening of May 17, 2018 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, Kristy Buirge, Patrick Dunn and Al Hoffman. Absent; Joan Millspaugh, Mary Fletcher and Chris Eubanks.  
Representing management: Kim Maguire, CMCA<sup>®</sup> with Premier Property Management, LLC.

**Delegates/Alternates Present:**

Rick Lee (North Lynx)  
Patrick Dunn (Hidden Pointe)  
Anna Mallinson (Forest Park)  
Kristy Buirge (Tapestry Hills)  
Bill Dalton (Claremont Estates)

**Delegates Absent:**

Carmen Decker (Glen Oaks)	Sue Brown (HOA 2)
Cory Mankind (Retreat)	Craig McDonnell (HOA 1)
Vacant (Stonecroft)	Mike Henry (Winterberry)
Lynette Kramer (Romar)	Amanda Trask (Buff Est)
Steve Woolley (The Hamlet)	Tom Kellogg (Briar Cliff)
Larry Cook (Bramble Ridge)	Christina Morley (South Lynx)
David Beck (Crossings)	Gregg Fisher (BristleCone Single)
Steve Eller (Greenbriar)	Arlene Armata (Pine Ridge)
Joan Millspaugh (BristleCone Patio)	

- 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. Buirge motioned to approve the agenda as amended adding, Goats, IV. B. Motion was seconded and passed unanimously.

**II. HOMEOWNERS FORUM**

Rick Lee asked for a copy of the entire Board Packet and the Delegates emails, phone numbers and mailing addresses. Management will need to discuss with legal counsel to see if that is allowed. Rick Lee asked for the 2018 budget line item detail. Ms. Maguire will email to him along with the policy regarding copy and inspections. Rick Lee also asked about the Parks Authority, there is no update on information.

**III. COMMITTEE REPORTS**

- A.** Ms. Maguire reminded the Board that the Concerts in the Park will be held 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.
- B.** Book Swap was held on April 21<sup>st</sup> and 22<sup>nd</sup> from 1 p.m. to 3 p.m. Due to the number of books that went to Goodwill after the event, the Board will consider holding the event in 2020.
- C.** Ms. Maguire will monitor the event staff at the concerts and their performance.
- D.** Ms. Mallinson motioned to continue with the event insurance for the concerts for inclement weather. Motion was seconded and passed unanimously.

- E. 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. It was noted that Rock Canyon High School graduation is the 4<sup>th</sup> weekend in May instead of the 3<sup>rd</sup> weekend.
- F. Per the Boards direction Ms. Maguire has secured a 25-foot rock wall and 22-foot dual slide for the Food Truck Frenzy event to be held from 4 p.m. to 8 p.m. on June 2, 2018 and a 22-foot dual slide for the Party in the Park from 5 p.m. to 9 p.m. on August 18, 2018. The Board approved a budget of \$3,000.00 for both events. The event costs will exceed that amount by approximately \$65.00.
- G. The Board reviewed a thank you note from Ms. Kenny, no action taken.

#### **IV. PRESIDENTS REPORT**

- A. Ms. Mallinson noted the CPN Master Association hosted a forum for the Candidates running for a board position for the Castle Pines North Metropolitan District, so voters can meet them and ask questions. The Board agreed to host this for the Community. The cost to rent the library was \$75.00 and was coded to neighborhood association line #5255.
- B. The Board agreed to help promote the Goat Event that will be held at Pineridge, June 23, 2018 from 9 a.m. to 1 p.m., by sending out email blasts to the Community.

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

- A. There was no New Business.

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

- A. No unfinished business to discuss this month.

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

- A. The minutes from March 15, 2018 were reviewed. Mr. Hoffman motioned to approve the minutes as amended. Motion was seconded and passed with Mr. Dunn abstaining.
- B. The minutes from April 25, 2018 were reviewed. Ms. Buirge motioned to approve the minutes as presented. Motion was seconded and passed with Mr. Hoffman abstaining.

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

- A. The Board reviewed the March and April financials to include the bank statements, bank reconciliation detail, bank reconciliation summary, monthly income statement and YTD income statement. Mr. Dunn motioned to accept the financials as submitted. Motion was seconded and passed unanimously.
- B. Ms. Maguire presented the payables (check detail 1784-1818). Ms. Buirge motioned to approve the payables as submitted. Motion was seconded and passed unanimously.
- C. Ms. Maguire presented the delinquency report. Ms. Maguire will make one last attempt to contact the delinquent owners and report on the results at next meeting.

#### **IX. NEXT MEETING**

- A. The next Board of Directors meeting will be held on Thursday, July 19, 2018 at 6:30 p.m. at the Castle Pines Library, CPN Master Association Event Hall.

## X. ADJOURNMENT

Ms. Buirge made a motion to adjourn the monthly meeting at 7:10 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