



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

Thursday, September 20, 2018
6:30 P.M.

I. CALL TO ORDER

- A.** The September 20, 2018 meeting of the Board of Directors for the Castle Pines North Association, Inc., was held on the evening of September 20, 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 Vice President, Kristy Buirge.
- B.** Introductions were called: Board Members present: Kristy Buirge, Patrick Dunn, Al Hoffman, Joan Millspaugh and Mary Fletcher. Absent; Chris Eubanks.
- Representing management: Kim Maguire, CMCA[®] with Premier Property Management, LLC.
Homeowners present; Deborah Mulvey, Rick Lee, Kelly Maguire.

Delegates/Alternates Present:

Rick Lee (North Lynx)
Joan Millspaugh (BristleCone Patio)
Patrick Dunn (Hidden Pointe)
Kristy Buirge (Tapestry Hills)
Deborah Mulvey (North Lynx)

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) Barbara Saenger (Pine Ridge)
Vacant (Forest Park)

- C.** Ms. Buirge explained the homeowner input guidelines to all in attendance.
- D.** Ms. Buirge called for any additions, deletions or modifications to the agenda.
Ms. Millspaugh requested adding, IV. New Business A; (4), Parks Authority. Ms. Millspaugh motioned to approve agenda as amended. Motion was seconded and passed unanimously.

II. RESIGNATION OF BOARD MEMBER

- A.** Ms. Mallinson submitted her resignation to the Board on August 28, 2018 due to the sale of her home; therefore, she is no longer Member of the Association and cannot serve as a Board Member. Ms. Buirge, the current Vice President will act as President until the Board elects new Officers.
- B.** The Board will appoint a new Board Member serving until 2019 to replace Ms. Mallinson. Ms. Maguire will send out an email blast to the entire community and post on the website. Interested parties must submit their letter of interest no later than October 2, 2018.
- C.** The Board selected the following Board Members to be on the Board Member Selection Committee: Patrick Dunn, Joan Millspaugh, and Kristy Buirge. These three Board Members will interview the candidates and report back to the Board on their recommendation.

III. HOMEOWNERS FORUM

No comments.

IV. COMMITTEE REPORTS

1. The Community Wide Garage Sale was held September 14th & 15th from 9 a.m. to 2 p.m.
2. Ms. Maguire suggested that the 2019 concerts in the park series be held on two Saturdays from 6 p.m. to 8 p.m. and on two Sundays from 4 p.m. to 6 p.m. The Board agreed.
3. The CPN Master sponsored the Ninja Warrior Obstacle Course for \$1,500, that was reduced to \$500 due to delays in set up.
4. Ms. Millspaugh reported that the Parks Authority Board is considering tennis and pickleball courts, chess/checkers tables, and cornhole for future additions at the parks. No action was taken. The next Parks Authority meeting will be held at 9 a.m. on October 18, 2018.

V. NEW BUSINESS

- A. Ms. Maguire informed the Board that the Certification Delegate Designation Form was emailed on August 25, 2018, to all Sub HOA Managers and is due back no later than November 1, 2018.
- B. Ms. Buirge motioned to appoint Joan Millspaugh as the Parks Authority Director, since Ms. Mallinson resigned. Motion was seconded and passed unanimously.
Ms. Millspaugh motioned to have Al Hoffman as the alternate to the Parks Authority Board of Directors. Motion was seconded and passed unanimously.
- C. Ms. Maguire presented the insurance check from the canceled concert due to lighting and rain. Funds have been deposited back into the operating checking account.
- D. A Thank You card was received from the Castle Pines Chamber for our support in the Party in the Park event. The CPN Master rented a dual slide for the event.
- E. Ms. Millspaugh motioned for Ms. Buirge and Ms. Fletcher to review emails to the Community, prior to them being sent out. 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 July 11, 2018 were reviewed. Ms. Millspaugh motioned to approve the minutes with a minor correction noted by Ms. Buirge. Motion was seconded and passed with Mr. Dunn abstaining.

VIII. FINANCIAL REPORTS

- A. The Board reviewed the July and August financials to include the bank statements, bank reconciliation detail, bank reconciliation summary, monthly income statement, and YTD income statement. Ms. Fletcher motioned to accept the financials as submitted. Motion was seconded and passed unanimously.
- B. Ms. Maguire presented the payables (check detail 1846-1873). Ms. Millspaugh motioned to approve the payables as submitted. Motion was seconded and passed unanimously.

- C. Ms. Maguire presented the delinquency report. There are four homeowners that have not paid their 2018 annual HOA dues. Liens have been filed against the properties. Collection process is ongoing.
- D. The Board reviewed and adopted the 2019 Budget that will be presented at the Annual Delegate Meeting. An email will be sent to all Members of the Castle Pines North Association notifying them that the 2019 Budget has been posted to the website and is available for review and comment. The 2019 budget reflects no dues increase for 2019; therefore, the dues will remain at \$40.00 annually.
- E. Ms. Fletcher motioned to approve the resolution of the 2019 Board Meeting dates to begin at 6 p.m. January 17, 2019, March 21, 2019, May 16, 2019, July 18, 2019, September 19, 2019, *November 14, 2019 – Annual Delegate Meeting. Motion was seconded and passed unanimously.

IX. NEXT MEETING

- A. The next meeting will be held on Thursday, November 15, 2018 at 6:30 p.m. at the Castle Pines Library, CPN Master Association Event Hall. This meeting is the Annual Delegate Meeting.

X. ADJOURNMENT

Ms. Millspaugh made a motion to adjourn the monthly meeting at 7:47 p.m. Motion was seconded and passed unanimously.

Respectfully submitted,

Kim Maguire

Kim Maguire, CAM, CMCA®

Castle Pines North Association, Inc.

Vacant – Term – **2019** –President
Kristy Buirge– Term – **2018** –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