

MINUTES
LOWRY COMMUNITY MASTER ASSOCIATION, INC.
DIRECTORS MEETING
November 5, 2012

CALL TO ORDER: Rob Norris called the meeting to order at 6:00 p.m.

ROLL CALL: The following were present:

- Board of Directors – Gary Duke, Rob Norris, Jolene White, Allie Watson-Gosch, Elizabeth Paulsen, Bill Munn and Ed Fronheiser
- Mary Carr, LCMA Executive Director
- Trisha Harris, Esq., HindmanSanchez, P.C.
- Karen Becker, MSI, LLC

Quorum was present.

PUBLIC COMMENT:

- East Park Parking Issue Presentation: Diane Gilboa, a resident from East Park was present to discuss the parking issue in East Park. She reported a committee has been formed in East Park, called: The Lowry Residents for Responsible Planned Parking. The committee wants to make sure what happened at East Park with parking at the Legends at Lowry doesn't happen in other areas of Lowry. Diane presented a paper the committee prepared regarding the parking issue at Legends, which includes some possible options for the City, the Legends, and/or the LRA to alleviate the parking problem around the Legends. The LRA has put together a covenant violation letter for Legends in relation to there not being enough gates/entrances (i.e., an entrance off of Lowry Boulevard) and signage that shouldn't be up any more. Mary Carr discussed the facilitation offered by the LCMA in relation to this issue.
- Bill Hunter, president of the Arbors HOA in East Park also spoke to the East Park parking issue, raising the point that the single family residences in the neighborhood have back-loading garages with the intent to keep cars off the streets.
- Kathleen Stollar, another resident in the East Park neighborhood commented on the safety issues presented by the on-street parking in the area.
- Chuck Woodward from the Foundation asked the LCMA to contribute \$3,500 to the Foundation's grant program. Mary Carr discussed there is a surplus in the contingency line item in the budget that would allow for such a contribution. Motion to contribute \$3,500 from the operating contingency line item to the Foundation's grant fund, and to include recognition of the LCMA for the contribution was made by Bill Munn and seconded by Ed Fronheiser. After offering owners an opportunity to comment, the motion carried by a unanimous vote, with Gary Duke abstaining.

ACTION ITEMS:

- Approval of September 27, 2012 Board Meeting Minutes: Motion to approve the September 27, 2012 minutes was made by Elizabeth Paulsen and seconded by Ed Fronheiser. After offering owners an opportunity to comment, the motion carried unanimously.
- Approval of Management Contract with MSI for 2013: Motion to approve the Management Contract with MSI was made by Rob Norris and seconded by Allie Watson-

Gosch. After offering owners an opportunity to comment, the motion carried unanimously.

- Approval of Legal Contract with HindmanSanchez for 2013: Motion to approve the Legal Contract with HindmanSanchez was made by Elizabeth Paulsen and seconded by Allie Watson-Gosch. After offering owners an opportunity to comment, the motion carried unanimously.
- Approval of Landscaping Contract with Keesen for 2013: Karen Becker solicited bids from four companies, two of which were interviewed by BAG. BAG recommended Keesen. The Governance Committee reviewed BAG's recommendation and is also recommending Keesen. Motion to approve the Landscaping Contract for two years with Keesen was made by Ed Fronheiser and seconded by Rob Norris. After offering owners an opportunity to comment, the motion carried unanimously.
- Motion to set the January Board meeting date for Wednesday, January 23, 2013 was made by Rob Norris and seconded by Ed Fronheiser. After offering owners an opportunity to comment, the motion carried unanimously.

COMMITTEE REPORTS:

Finance Committee:

- Approval of September 2012 Financials: Motion to approve the September 2012 Financials was made by Gary Duke and seconded by Rob Norris. After offering owners an opportunity to comment, the motion carried unanimously.
- Approval of the 2013 Proposed Budget: Motion to approve the 2013 Proposed Budget was made by Jolene White and seconded by Ed Fronheiser. After offering owners an opportunity to comment, the motion carried unanimously.
- Karen Becker had a request from an owner who is in the military who requested the Association waive \$394.31 in lien fees, late fees and interest on a delinquent account, with the owner still paying the assessments and legal fees currently due, related to a pending contract on the home. A motion was made by Elizabeth Paulsen and seconded by Gary Duke to authorize Rob Norris to make the decision whether or not to waive the interest, late fees and lien fees after obtaining more information. After offering owners an opportunity to comment, the motion carried unanimously.
- Presentation of the 2011 Audit: If there are any questions, the Board members should direct those to Patrick Heck.
- ACH Promotion: Presently 23% of the homes utilize ACH withdrawal. Mary Carr proposed a promotion to increase the number of owners who use ACH. Under the promotion, from now until the annual meeting, if owners sign up for ACH payments they will be entered into a drawing for five \$50 gift cards. The drawing will take place at the annual meeting. Motion to approve Mary Carr's ACH promotion was made by Bill Munn and seconded by Allie Watson-Gosch. After offering owners an opportunity to comment, the motion carried by majority vote.

Buildings and Grounds Committee (BAG):

- Fall 2012 BAG Proposed Projects: The new park signs have been installed. Mary Carr presented the BAG chart showing the special projects BAG has been working on, and provided an update on the status of the projects.

Events Committee:

- Mary Carr presented the report. There were over 800 trick-or-treaters at the Halloween event.
- December 8, 2012 is the holiday event. Details are being finalized.

Communications Committee:

- Mary Carr reported that the number of e-mail subscriptions has increased.

Governance Committee:

- Board Election: Rob Norris reported that there are three positions that are open. Allie Watson-Gosch is running again. There are three other individuals who have submitted their names as candidates: Milton Kahn, Makala Hubbell and Joshua Thall. The Board reviewed the annual meeting notice prepared by MSI. The board discussed posting notice of the annual meeting in the community in other areas in addition to posting at the Chapel.
- Commercial Member Meetings: Mary Carr is meeting with all of the commercial members to get their feedback on issues facing the community.

Executive Director's Report:

- No report.

Executive Session:

- The Board went into executive session at 7:36 p.m. to discuss Executive Director Mary Carr's performance evaluation. The Board came out of executive session at 7:44 p.m.

OTHER ACTION/NEW BUSINESS:

- No new business was discussed.

NEXT MEETING:

- LCMA Annual Meeting– Thursday, December 6, 2012 at 6:00 p.m. at the Eisenhower Chapel.

ADJOURNMENT:

Meeting adjourned at approximately 7:45 p.m.