

**MINUTES  
LOWRY COMMUNITY MASTER ASSOCIATION, INC.  
DIRECTORS MEETING  
April 25, 2013**

**CALL TO ORDER:** Rob Norris called the meeting to order at 6:01 p.m.

**ROLL CALL:** The following were present:

- Board of Directors – Gary Duke, Rob Norris, Jolene White, Josh Thall, Bill Munn, Ed Fronheiser, Allie Watson-Gosch and Makala Hubble (arrived at 6:15).
- Mary Carr, LCMA Executive Director
- Trisha Harris, Esq., HindmanSanchez, P.C.
- Karen Becker, MSI, LLC

Quorum was present.

**PUBLIC COMMENT:**

- Ann Torgerson, a Foundation Board member, spoke on behalf of the Foundation about establishing a joint task force between the LCMA and the Foundation to discuss Foundation operations, the Chapel, and the two organizations are working together to help the Foundation manage its assets and create synergy between the two organizations. Ann suggested three short meetings over the next two months to share information. The Foundation would keep the minutes. Elizabeth Paulsen had already agreed to participate. Josh Thall and Allie Watson-Gosch also agreed to participate on the task force.

**ACTION ITEMS:**

- Approval of February 28, 2013 Board Meeting Minutes: Motion to approve the February 28, 2013 minutes was made by Gary Duke and seconded by Ed Fronheiser. After offering owners present an opportunity to comment, the motion carried unanimously.
- Resolutions
  - Collection Policy: Motion to approve the Collection Policy, but striking the Rental Interception Clause, was made by Rob Norris and seconded by Bill Munn. After offering owners present an opportunity to comment, the motion carried by majority vote, with Ed Fronheiser voting against the motion.
- Lowry Foundation Task Force: Discussed during the Public Comment portion of the meeting.

**COMMITTEE REPORTS:**

**Executive Committee**

- Bill Munn presented the minutes of the Executive Committee and the March 2013 financials. Bill Munn discussed collecting assessments and/or enforcing covenants against vacant lots, which will be reviewed further by attorney Trish Harris and discussed at the next Executive Committee meeting.
- Approve March 2013 Financials: Motion to approve the March 2013 financials was made by Gary Duke and seconded by Josh Thall. After offering owners present an opportunity to comment, the motion carried unanimously.
- Mary Carr discussed the need to review compliance with the Investment Policy.
- Wall and Monument Easements – Mary Carr presented the process recommended by the Executive Committee. The easement document will be sent to the owners along with a letter explaining the situation, then, two informational meetings will be held for owners to have questions answered with Rob Norris, Mary Carr, Karen Becker and attorney Trish Harris in

attendance, along with a notary. The Association will follow up with any owners who have not signed. Mary Carr will ask Tom Berger if he would be willing to attend the meetings to discuss the issue from the LRA's perspective.

#### **Buildings and Grounds Committee (BAG):**

- 2013 BAG Projects. Gary Duke presented the report.
  - BAG approved a recommendation to the Board for the installation of signage and lighting at 6<sup>th</sup> and Quebec. Karen Becker reported the sign would be the Lowry letters, backlit by solar lights. The cost would be \$8,569.37. If the sign were lit by hard-wired electricity, rather than by solar power, the cost would be around \$25,000. All other monuments are lit and say "Lowry". This is the only entrance that lacks such signage and lighting. On-going maintenance would involve replacing the battery and lights as they go out. Motion to approve the installation of the lighted sign at 6<sup>th</sup> and Quebec was made by Josh Thall and seconded by Allie Watson-Gosch. After offering owners in attendance an opportunity to comment, the motion carried by majority vote, with Gary Duke voting against.
  - The Board discussed the maintenance of the wooden fence along 11<sup>th</sup>.
  - BAG met with Brown Brothers and has a bid for asphalt work from them, which is good for 30 days. Karen Becker is obtaining other bids, but advised the Board may need to act quickly and make a decision via e-mail once all bids are received.
  - The Board discussed authorizing Gary Duke to sign BAG contracts, up to \$10,000, as long as the expense is in the budget (either reserve or operating). Attorney Trish Harris will draft a resolution for the Board to consider at its next meeting.
  - Mary Carr and Karen Becker discussed the project to replace the irrigation controllers.

#### **Events Committee:**

- June 16, 2013 - Theatre in the Park Event, which is a children's theater production.
- Event Volunteers – Mary Carr asked each Board member to volunteer for at least one event, especially the Halloween and Holiday event.
- The Board discussed possibly prohibiting smoking on LCMA property, at least during events. Discussion was tabled until the next meeting.

#### **Executive Director**

- Buckley Annex Update: Mary Carr presented an update. Mary Carr and Karen Becker have had several meetings to update the design guidelines, not only for the LCMA, but also for the Buckley Annex. Mary sits on various committees, such as the Public Art Committee, to keep track of what maintenance obligations may be passed on to the LCMA.

#### **OTHER ACTION/NEW BUSINESS:**

- Motion to go into executive session to consult with legal counsel was made by Rob Norris and seconded by Jolene White, and unanimously approved. The Board went into executive session at 7:39 p.m. and came out of executive session at 7:43 p.m.

#### **NEXT MEETING:**

- LCMA Board Meeting– Thursday, June 27, 2013 at 6:00 p.m., at the Eisenhower Chapel.

#### **ADJOURNMENT:**

Motion to adjourn was made by Gary Duke and seconded by Jolene White. The meeting adjourned at approximately 7:44 p.m.