

**MINUTES
LOWRY COMMUNITY MASTER ASSOCIATION, INC.
DIRECTORS MEETING
February 28, 2013**

CALL TO ORDER: Rob Norris called the meeting to order at 6:05 p.m.

ROLL CALL: The following were present:

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

Quorum was present.

PUBLIC COMMENT:

- None

ACTION ITEMS:

- Additional Agenda Items. Rob Norris mentioned that he had two items to add to the agenda including the execution of a resolution prepared by US Bank and to ratify the previous action taken by the Board outside of a meeting to appoint Bill Munn as the Association's Treasurer.
 - Motion to adopt revised banking resolution prepared by US Bank was made by Rob Norris and seconded by Gary Duke. No owners were present to comment. The motion carried unanimously.
 - Motion to ratify previous unanimous action taken by Board outside of a meeting to appoint Bill Munn to serve as the Association's Treasurer was made by Rob Norris and seconded by Gary Duke. No owners were present to comment. The motion carried unanimously.
- Approval of January 23, 2013 LCMA Board Meeting Minutes: There was a suggestion by Rob Norris that the January 23, 2013 LCMA Board Meeting Minutes be revised as follows: (i) under Building and Grounds Committee (BAG) the "No report" be revised to read "Minutes from the Committee meeting were included with the Board meeting materials." and (ii) under Governance Committee the "No report" be revised to read "Minutes from the Committee meeting were included with the Board meeting materials." Motion to approve the January 23, 2013 LCMA Board Meeting Minutes as revised was made by Ed Fronheiser and seconded by Makala Hubble. No owners were present to comment. The motion carried unanimously.
- Sign/Approve Resolutions. Karen Becker gave brief description of the need for, and the changes to, the various policies.
 - Conduct of Meetings-Revised (2013-09): Motion to adopt revised Conduct of Meetings Resolution was made by Elizabeth Paulsen and seconded by Gary Duke. No owners were present to comment. The motion carried unanimously.
 - Document Retention-Revised (2013-11): Motion to adopt revised Document Retention Resolution was made by Gary Duke and seconded by Ed Fronheiser. No owners were present to comment. The motion carried unanimously.
 - Inspection of Records-Revised (2013-10): Motion to adopt revised Inspection of Records Resolution was made by Ed Fronheiser and seconded by Elizabeth

Paulsen. No owners were present to comment. The motion carried unanimously.

- 2013 LCMA Board Meeting Schedule-Revised (2013-04): Motion to adopt revised 2013 LCMA Board Meeting Schedule was made by Gary Duke and seconded by Elizabeth Paulsen. No owners were present to comment. The motion carried unanimously.
- 2013 Annual Meeting Date-Revised (2013-05): Motion to adopt revised 2013 Annual Meeting Date was made by Ed Fronheiser and seconded by Rob Norris. No owners were present to comment. The motion carried unanimously.
- Approve Committee Resolutions and Charters
 - Executive Committee: Motion to adopt Executive Committee Resolution and Charter (2013-06) was made by Gary Duke and seconded by Ed Fronheiser. No owners were present to comment. The motion carried unanimously.
 - Building and Ground Committee: Motion to adopt Building and Ground Committee Resolution and Charter (2013-07). It was brought to the Board's attention by Mary Carr that the draft of the Building and Grounds Committee Charter distributed to the Board contained an omission. Specifically, under Responsibilities Line 3(b) the words "and enforcement" were omitted and it was intended that the Line read "Covenant and Rule non-compliance and enforcement." Motion was made by Ed Fronheiser to adopt the Charter as amended and seconded by Elizabeth Paulsen. No owners were present to comment. The motion carried unanimously.
 - Events Committee: Motion to adopt Events Committee Resolution and Charter (2013-08) was made by Ed Fronheiser and seconded by Elizabeth Paulsen. No owners were present to comment. The motion carried unanimously.
- Approve Wall/Fence/ Monument Easement Packet-Resolution and Agreement
 - Rob Norris provided Board with a background of the fence and wall issues concerning maintenance and the need for easements. Motion to approve Wall/Fence/ Monument Easement Resolution (2013-12) and instructing the Executive Director to work with legal counsel to prepare and negotiate easement agreements with relevant property owners with such agreements to be presented to the Board for approval prior to execution was made by Gary Duke and seconded by Elizabeth Paulsen. No owners were present to comment. The motion carried unanimously.
- Approve Insurance Proposal:
 - Insurance Proposal was discussed. Motion made by Rob Norris and seconded by Gary Duke to approve MSI recommendation and obtain Travelers Master Policy. No owners were present to comment. The motion carried unanimously.
- Lowry Foundation Proposal:
 - Board held discussion regarding the Association's willingness to continue to engage in a dialogue with the Lowry Foundation concerning exploring the feasibility of a possible transfer of Foundations assets and/or responsibilities to the Association.
- Buckley Annex Community Advisory Committee:
 - Mary Carr provided a general explanation of the purpose and operation of the Committee. There was a discussion regarding the Board's desire to ensure that no confusion exists with respect to Mary's service on the Committee and that she is not representing the LCMA on that Committee nor is she serving on that Committee in

her capacity as LCMA's Executive Director. There was a discussion that it may be appropriate for Mary Carr to abstain from certain Committee votes in certain circumstances to avoid the appearance that she is acting in her capacity as a representative of the LCMA.

- LRA Development of Land Enforcement:
 - Discussion among Board concerning contractual rights held by LRA in connection with building agreements with landowners.

COMMITTEE REPORTS:

Finance Committee:

- Approve 2012 Year End Financials:
 - 2012 Year End financials were presented by Karen Becker. Motion to approve 2012 Year End Financial as presented by Karen Becker was made by Rob Norris and seconded by Gary Duke. No owners were present to comment. The motion carried unanimously.
- Approve January 2013 Financials:
 - January 2013 financial were presented by Karen Becker. Motion to approve January 2013 Financials was made by Ed Fronheiser and seconded by Gary Duke. No owners were present to comment. The motion carried unanimously.
- Transfer Fees
 - Board held a discussion regarding transfer fees charged by the management company when unit is sold. Karen Becker provided an explanation of what services are covered by the charge. There was a discussion regarding placing the information in the newsletter or on the Association website.

Buildings and Grounds Committee (BAG):

- Minutes from the 2/14/13 Committee meeting were included with the Board meeting materials.
- Discussion was held regarding moving Mustang Park Sign. Karen presented a bid she had obtained from Schultz Industries to move the sign. Rob Norris made motion to accept and approve the bid which was seconded by Bill Munn. No owners were present to comment. The motion carried unanimously.

Events Committee:

- Mary Carr provided an outline of upcoming community events.

OTHER ACTION/NEW BUSINESS:

- No new business was discussed.

NEXT MEETING:

- LCMA Board Meeting– Thursday April 25, 2013 at 6:00 p.m. at the Eisenhower Chapel.

ADJOURNMENT:

- Meeting adjourned at approximately 7:45 p.m.