

MINUTES
LOWRY COMMUNITY MASTER ASSOCIATION, INC.
DIRECTORS MEETING
January 23, 2013

CALL TO ORDER: Rob Norris called the meeting to order at 6:03 p.m.

ROLL CALL: The following were present:

- Board of Directors – Gary Duke, Rob Norris, Jolene White, Josh Thall, 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:

- None

ACTION ITEMS:

- Approval of November 5, 2012 Board Meeting Minutes: Motion to approve the November 5, 2012 minutes was made by Gary Duke and seconded by Elizabeth Paulsen. No owners were present to comment. The motion carried unanimously.
- Review draft of Annual Meeting Minutes from December 6, 2012, which are to be approved by the Members at the next Annual Meeting: Motion to recommend that owners approve the Minutes with no changes was made by Gary Duke and seconded by Bill Munn. No owners were present to comment. The motion carried unanimously.
- Sign/Approve Resolutions
 - Reserve Study Policy (2009-08): The Board had approved this resolution in 2009, but the resolution was never signed. Rob Norris will sign, certifying that it was passed at the 2009 meeting.
 - Property Exemption Policy (2006-08): The Board approved this resolution in 2006, but the resolution was never signed. Rob Norris will sign once a new signature block is prepared stating that he is only certifying that it was passed at the 2006 meeting.
 - 2013 LCMA Board Meeting Schedule (2013-01): Motion made to adopt Resolution 2013-01 was made by Gary Duke and seconded by Jolene White. No owners were present to comment. The motion carried unanimously.
 - 2013 Annual Meeting Date (2013-02): Motion made to adopt Resolution 2013-02 was made by Gary Duke and seconded by Jolene White. No owners were present to comment. The motion carried unanimously.
 - 2013 Audit of Financial Records (2013-03): Motion made to adopt Resolution 2013-03 was made by Ed Fronheiser and seconded by Elizabeth Paulsen. No owners were present to comment. The motion carried unanimously.
- Appoint Officers:
 - Motion to appoint Rob Norris as President, Elizabeth Paulsen as VP/Secretary and Gary Duke as Treasurer was made by Ed Fronheiser and seconded by Elizabeth

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

- Review Standing Committees & Appoint Committee Members
 - Current Committees:
 1. Buildings and Grounds
 2. Finance
 3. Governance
 4. Events
 5. Communications
 - A recommendation from the Governance and Finance Committees to combine the Finance and Governance Committees into an Executive Committee.
 - Motion to have the standing Committees for 2013 be BAG, Events, and Executive was made by Rob Norris and seconded by Josh Thall. No owners were present to comment. The motion carried unanimously.
 - Membership of Committees:
 1. Executive – Motion made to appoint Rob Norris, Elizabeth Paulsen, Gary Duke, Ed Fronheiser and Bill Munn to the Executive Committee was made by Elizabeth Paulsen and seconded by Ed Fronheiser. No owners were present to comment. The motion carried unanimously.
 2. BAG – Motion made to appoint Gary Duke, Josh Thall, Tom Berger, Dennis Schlachter, David Hallor and Chuck Woodward to the BAG Committee was made by Rob Norris and seconded by Jolene White. No owners were present to comment. The motion carried unanimously.
 3. Events – Motion made to appoint Makala Hubbel, Jolene White, Joel Malecka, and Allie Watson-Gosch to the Events Committee was made by Gary Duke and seconded by Ed Fronheiser. No owners were present to comment. The motion carried unanimously.
- Approve Wall/Fence Maintenance Easement: The Board discussed maintenance of the perimeter fences and walls, and the need for a resolution and easements for such maintenance. Mary Carr and Karen Becker will work with Trish Harris to draft the resolution.
- Maintenance of bus shelters/artwork: The LCMA doesn't own the shelters, the artwork, or the property on which they are located. The Foundation owns them and the Board discussed possible liability issues related to the LCMA's maintenance. Mary Carr will approach the Foundation about it taking over maintenance since it owns the artwork and the shelters, with the LCMA possibly assisting with funding through its grant.
- Board Training: Trish Harris presented training on transparency issues in community associations and a bill recently introduced in the legislature regarding the HOA Information Resource Office and will continue to provide training throughout the year as bills continue through the legislature which may affect the LCMA.

COMMITTEE REPORTS:

Finance Committee:

- Draft year end financials: Karen Becker presented the preliminary year-end financials, which do not account for transfer to reserves. There is approximately \$69,000 remaining net. Motion was made by Rob Norris and seconded by Elizabeth Paulsen to allocate \$47,265 of that amount to repay the reserve account for funds expended for the precision nozzles, with

the balance to go to capital reserve. No owners were present to comment. The motion carried unanimously.

Buildings and Grounds Committee (BAG):

- Minutes from the Committee meeting were included with the Board meeting materials.

Events Committee:

- Mary Carr requested support from the Board for her to draft a letter from the Board to the LRA requesting that the LRA consider building an events pavilion in the Buckley Annex park area.

Communications Committee:

- No report.

Governance Committee:

- Minutes from the Committee meeting were included with the Board meeting materials

Executive Director's Report:

- The Foundation has asked the LCMA to consider the possibility of adding a check box on the LCMA assessment coupons to allow owners to donate to the Foundation when they pay their assessments. The Board discussed that this would be very difficult to keep track of from an accounting perspective and did not wish to pursue it.
- Mary Carr discussed the platform for the Association's website (www.lowry.org), which has become burdensome to maintain. Mary will work with an ad hoc committee to move the website to a new provider with a different platform.

OTHER ACTION/NEW BUSINESS:

- No new business was discussed.

NEXT MEETING:

- LCMA Board Meeting– Tuesday, February 28, 2013 at 6:00 p.m. at the Eisenhower Chapel.

ADJOURNMENT:

Meeting adjourned at approximately 7:50 p.m.