

**MINUTES
LOWRY COMMUNITY MASTER ASSOCIATION, INC.
DIRECTORS MEETING
March 26, 2015**

CALL TO ORDER: Josh Thall called the meeting to order at 6:05 p.m.

ROLL CALL: The following were present:

- Board of Directors – Josh Thall, Joel Malecka, Jolene White, Dave Harlor, Mark Barela, Makala Hubbell, and Alicia Allen.
- Mary Carr, LCMA Executive Director
- Trisha K. Harris, Esq. HindmanSanchez, P.C.
- Jennifer Bublitz and Kathleen Merritt, MSI

PUBLIC COMMENT:

- Lowry United Neighborhoods – Christine O'Connor was in attendance to hear the discussion about the Future of Lowry.
- Richard Harvey – Resident in Lowry attended to just observe.
- Lisa Erickson – Owner in Officer Row attended to discuss an issue with her upcoming closing and amounts due to the LCMA, of which she was unaware, and possible resolution of the issue.
- Lowry Business Alliance – Helen Hand from the Lowry Business Alliance attended to discuss what the Lowry Business Alliance is and what it does.

ACTION ITEMS:

- Welcome New Community Manager, Jennifer Bublitz and CM Director, Kathleen Merritt
- Approve Board meeting minutes from January 22nd, 2015: Motion to approve the January 22nd, 2015 Board meeting minutes was made by Jolene White and seconded by Dave Harlor. The motion passed unanimously.
- Review Conflict of Interest Policy: Per Colorado law, the Board is required to review its conflict of interest periodically. The Board reviewed the policy and Trish Harris did not recommend any changes.
- Sign/Approve Resolutions
 - Executive Committee Authority and Charter: The Executive Committee Authority and Charter has been revised to give the Executive Committee the authority to settle collection accounts, such as being authorized to waive late fees or the like. Motion to approve the revised Executive Committee Authority and Charter was made by Mark Barela and seconded by Alicia Allen. The motion passed unanimously.
- Vacant Board Seat: There is a vacant board position due to the resignation of Gary Duke, whose term expires at the end of 2015. There were two persons who expressed an interest in filling the vacancy - Matt Alcorn and Jane Robinson. The Board discussed the current need to have a strong Board presence on BAG. Motion to appoint Matt Alcorn to fill the vacancy created by Gary Duke's resignation (which position is to expire at the end of 2015) was made by Joel Malecka and seconded by Makala Hubbel. The motion passed unanimously.

- **Approve Insurance Bid:** Jennifer Bublitz presented the bid prepared by Peliton, which is less in premiums than what the LCMA paid for insurance last year. The Board discussed questions and concerns related to the schedule of values, and the option to get the limits of insurance increased at a later date. Motion to approve the insurance bid, subject to possible amendment to the policy at a later date if needed to adjust the statement of values, was made by Dave Harlor and seconded by Joel Malecka. The motion passed unanimously.
- **Future of Lowry:** Josh Thall discussed changes in the composition and demographics of the residents and owners within the LCMA, as well as growth and traffic issues. Josh Thall suggested creating a new committee that would consist of residents, business owners, and other interested people representing a good cross section of the community to analyze where the community is going and how the LCMA should be involved going forward, to the extent the LCMA can based on the governing documents. The Board members and guests in attendance discussed the idea. The Board members will think about this idea and come to the next Board meeting with ideas of how to get this idea moving forward.

EXECUTIVE SESSION:

- Motion to go into executive session to discuss a collection issue with legal counsel was made by Jolene White and seconded by Joel Malecka. The Board discussed the issue and then came out of executive session.

COMMITTEE REPORTS:

Executive Committee:

- **February 2015 Financials:** Dave Harlor discussed that the Executive Committee has not yet approved the February 2015 financials due to some delays and discrepancies that resulted from MSI moving to a new system. Nevertheless, the Executive Committee has determined that the expenses and receivable are current. Motion to approve the January 2015 and February 2015 financials, understanding there is housekeeping that has to be done on the report, was made by Josh Thall and seconded by Joel Malecka. The motion passed unanimously.
- Motion to approve the December 2014 financials was made by Josh Thall and seconded by Joel Malecka. The motion passed unanimously.

Buildings and Grounds Committee (BAG):

- **6th Avenue Water IPA:** Mary Carr reported that Roger Wingate has been engaged to survey the square footage of the tree lawns along 6th Avenue as a starting point, to determine if the current formula for allocating the 6th Avenue Tree Lawn IPA is correct.
- **Alley IPA:** Mary Carr reported that the issue with the Alley IPA is that the Alley IPA has historically been assessed against 644 single family homes, which are those homes whose garages back to an LCMA alley. It has been discovered that some multi-family units in subassociations have garages that back up to alleys or that are accessible via a private drive which is accessible only via an LCMA alley or and LCMA private street. The Board determined that BAG will analyze the situation and present a plan for identifying which units are serviced by the alleys and private streets so that the 2016 budget can be planned accordingly.
- **Wall / Fence Easements:** Mary Carr reported that she is on the fourth attempt to get signed Wall/Fence Easements from the owners from whom these easements are needed. Mary Carr will send a certified letter to the owners who have not yet signed the easements advising them that if they do not grant the easement, the LCMA may then require them to maintain the wall/fence going forward.

Events Committee:

- No report.

Executive Director's Report:

- Communication Issues
 - Zoning / Licensing Applications on Website: The link is on the website, with a disclaimer to protect the LCMA if an application is missed as the information is coming from the City.
 - Sharing of LCMA Content: A resident publishes a newsletter related to the community on her website. She contacted Mary Carr and asked if she could share some of the information contained on the LCMA's website by reprinting the LCMA's articles or content and then posting them on her website, as opposed to just including a link from her website to the LCMA's website. The Board is agreeable to her linking from her website to the LCMA's, but not with reprinting content on to her website.
 - Neighborhood Directory: Either a business owning or leasing commercial space in the LCMA or a resident who runs a business out of their home in LCMA is able to have a listing in the Neighborhood Directory. Businesses outside the boundaries of the LCMA are asking to be included in the Neighborhood Directory. The Board determined to only allow inclusion into the Neighborhood Directory for those persons or entities actually within the LCMA.

OTHER BUSINESS:

- No other business.

NEXT MEETING:

- The next LCMA meeting is scheduled for Thursday, May 28th, 2015 at 6:00 p.m. at the Eisenhower Chapel.

ADJOURNMENT:

Motion to adjourn was made by Josh Thall and seconded by Joel Malecka. The meeting adjourned at 8:21 p.m.

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The Board discussed the issue related to 220 Roslyn Street, #101. The unit is owned by Lisa Erickson, who has owned the unit since 2012, but is in the process of selling it, closing tomorrow. It was just discovered that the Association's records still show the unit as being owned by the prior owner. However, CitiMortgage foreclosed on the unit in 2012, and then sold the Unit to Ms. Erickson. Due to lack of oversight by the collection agency handling the collection account of the prior owner and the title company that handled the closing when Ms. Erickson purchased the unit, the LCMA was never notified of the change in ownership. As such, Ms. Erickson was never billed for assessments during her period of ownership, nor was the superlien collected from CitiMortgage upon its foreclosure. The Board discussed the situation and what is in the best interest of the Association. Motion to approve to accept as payment in full all payments received from Ms. Erickson and have MSI provide as status report accordingly was made by Dave Harlor and seconded by Jolene White. The motion passed unanimously.