

**MINUTES  
LOWRY COMMUNITY MASTER ASSOCIATION, INC.  
DIRECTORS MEETING  
November 4, 2013**

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

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

- Board of Directors – Rob Norris, Jolene White, Josh Thall, Elizabeth Paulsen, Gary Duke, Joel Malecka, and Ed Fronheiser (Mr. Fronheiser joined at 6:15 after Public Comment)
- Mary Carr, LCMA Executive Director
- David A. Closson, Esq. HindmanSanchez, P.C.
- Karen Becker, MSI, LLC; Randy Dunton, MSI, LLC

Quorum of the Board of Directors was present. Rob Norris announced that prior to the meeting, the Board (via unanimous written consent) appointed Joel Malecka to serve as a director and that Karen Becker was to place the written consents in the Association's records.

**PUBLIC COMMENT:**

- Dave Mitzner addressed the Board regarding the October 18, 2013 letter from the Association's legal counsel to Pat Booth and Diane Gilboa regarding alleged open meeting law violations of the LRA.
- Christine O'Connor addressed the Board and requested to be on the agenda to discuss environmental and water quality issues. Rob Norris invited her to attend the next Building and Grounds Committee meeting on November 14, 2013 to discuss the relevant issues in detail with the committee.

**ACTION ITEMS:**

- Approval of September 26, 2013 Board Meeting Minutes: Motion to approve the September 26, 2013 minutes was made by Jolene White and seconded by Josh Thall. After offering owners present an opportunity to comment, the motion carried unanimously.
- Annual Meeting Date. Mary Carr informed the Board that the proposed annual meeting date conflicted with a meeting concerning the redrawing of Denver Public Schools boundaries that is potentially of interest to a significant number of homeowners. A discussion was held regarding scheduling the annual meeting on a different night. Motion to hold the annual meeting on December 9<sup>th</sup> instead of December 12<sup>th</sup> was made by Rob Norris and seconded by Josh Thall. After offering owners present an opportunity to comment, the motion carried unanimously.
- Approval of Management Contract & Legal Services Contract: Mary Carr presented the Board with submissions received from management companies and law firms in response to the Association's request for proposal. Mary briefly highlighted the submissions.

Motion to approve the proposed management contract submitted by MSI, LLC was made by Rob Norris and seconded by Ed Fronheiser. After offering owners present an opportunity to comment, the motion carried unanimously.

Motion to approve the 2014 legal services agreement submitted by HindmanSanchez, PC was made by Rob Norris and seconded by Josh Thall. After offering owners present an opportunity to comment, the motion carried unanimously.

## **COMMITTEE REPORTS:**

### **Executive Committee**

- Approve September 2013 Financials: Karen Becker presented the summary of the financials and answered questions. Motion to approve the September 2013 financials was made by Josh Thall and seconded by Ed Fronheiser. After offering owners present an opportunity to comment, the motion carried unanimously.

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

- Gary Duke provided an update on the tree lawn project and that they are currently waiting for information from the City.
- Gary Duke and Mary Carr presented a summary of the Committee's work on the revisions to the design guidelines for Boulevard One.
- Karen Becker discussed issues with the Parade Lawn Agreement and that it appears the amounts invoiced to the Association are inconsistent with the documentation provided to the Association. The Association is currently only paying amounts consistent with the agreement and supported by the documentation requested by, and provided to, the Association.

### **Events Committee**

- Mary Carr presented that feedback from homeowners indicated that the Halloween event was a huge success.

### **Executive Session**

- The Board went into executive session at 7:05 to discuss matters pertaining to the Association's Executive Director and the Board exited executive session at 7:25.

### **NEXT MEETING:**

- LCMA Board Meeting – Thursday, January 23, 2014 at 6:00 p.m., at the Eisenhower Chapel.

### **ADJOURNMENT:**

Motion to adjourn was made by Rob Norris and seconded by Jolene White. The meeting adjourned at approximately 7:29 p.m.