

**MINUTES**  
**LOWRY COMMUNITY MASTER ASSOCIATION, INC.**  
**DIRECTORS MEETING**  
**September 3, 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, Ed Fronheiser, Allie Watson-Gosch, and Makala Hubble.
- Mary Carr, LCMA Executive Director
- Trisha Harris, Esq. HindmanSanchez, P.C.
- Karen Becker, MSI, LLC
- Owners present: Dorothy McNeese, Christine O'Connor, and Ann Torgerson.

Quorum of the Board of Directors was present.

**PUBLIC COMMENT:**

- Mike Langley and Ann Trujillo from New America School, which is interested in the parcel near Big Bear, gave a presentation about the school they are proposing to build, if they buy the property. Mary Carr explained that when the parcel was sold by LRA, it was not deed restricted in relation to the use of the property as other parcels were. But there is an LRA resolution approving the sales contract with condition that the LCMA approve the use. The LRA is working on researching this to figure out what role the LRA and/or the LCMA should have in approving the use. Trish Harris will also review on behalf of the LCMA.
- Ann Torgerson with the Lowry Foundation was in attendance regarding the requests from the Foundation for the annual community grant and the reserve study request.
- Christine O'Connor discussed parking concerns related to the Buckley Annex. Mary Carr reported that she and Karen Becker are part of the committee working on design guidelines for the Buckley Annex, and parking is one issue they have been addressing. Christine asked the Board to push the LRA more to get the draft design guidelines for the Buckley Annex.

**ACTION ITEMS:**

- Approval of June 27, 2013 Board Meeting Minutes: Motion to approve the June 27, 2013 minutes was made by Josh Thall and seconded by Ed Fronheiser. After offering owners present an opportunity to comment, the motion carried unanimously.
- HOA Legislation Update: Trish Harris presented a legislative update as the annual Board training, as required by the Bylaws.
- Approve Lowry Foundation Requests
  - Contribution to Community Grant Program: Last year the LCMA contributed \$3,500 to the Foundation Community Grant Program, as long as the Foundation came up with matching funds. The Foundation has asked for the same amount again. Motion to approve \$3,500 grant to the Foundation for its Community Grant Program, with matching funds to be provided by the Foundation, was made by Rob Norris and seconded by Elizabeth Paulsen. After offering owners present an opportunity to comment, the motion carried unanimously.
  - The Board discussed having a separate budget line item for the Community Grant Program. The LCMA already has a landscaping grant line item in the budget. The Board discussed having one line item for grants, which would include both the

Foundation Community Grant Program and the landscaping grant.

- Eisenhower Chapel Reserve Plan: The Foundation has asked the LCMA to fund a reserve study for the Chapel and the bus shelters. The Executive Committee has recommended approving the request, but to have the study for the Chapel and the bus shelters be a separate study from the LCMA's reserve study for the assets it owns. The Board directed that the cost of reserve study be added to the budget for 2014, which the Board will consider.

## **COMMITTEE REPORTS:**

### **Executive Committee**

- Approve July 2013 Financials: Karen Becker presented the summary of the financials. Motion to approve the July 2013 financials was made by Josh Thall and seconded by Ed Fronheiser. After offering owners present an opportunity to comment, the motion carried unanimously.
- Approval of Keeson bid to replace trees throughout the community: Motion to approve Keeson's bid to replace trees (approximately \$18,000) was made by Ed Fronheiser and seconded by Josh Thall. After offering owners present an opportunity to comment, the motion carried unanimously.

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

- 11<sup>th</sup> Ave. Fence Painting Bid: Gary Duke discussed a proposal received by BAG for \$15,075.75 to restrain the fence and replace 250 pickets. Gary also discussed the option of using a composite material to replace the fence, which would require less maintenance in the future and would have less of an impact on owners in relation to access to owners' lots for maintenance. However, the cost of replacing the fence with the composite material would cost more, on a one-time basis to install, than the current \$15,000 bid for the current maintenance. The Board directed BAG to get a cost estimate for the composite material.

### **Events Committee**

- Mary Carr reported that the summer events went off without any problems and the next event is the Halloween event.

### **Executive Director**

- Website and Neighborhood Directory: Mary Carr reported that new website is ready for the Board to review. There are a few revisions to be made, but it is almost ready to go live.
- Quebec Alternatives Analysis Task Force: A public meeting was held in August regarding the Quebec Alternatives Analysis. They are tasked with looking at ways to alleviate traffic issues on Quebec. Josh Thall and Mary Carr discussed some of the alternatives the Task Force has considered in the past. At this point, the Task Force is going to go back to the drawing board to look at alternatives, based on community input received regarding the alternative to widen Quebec.

## **OTHER BUSINESS:**

- MSI reviewed the tax returns prepared by the Association's CPA and Rob Norris signed them.

## **NEXT MEETING:**

- LCMA Board Meeting – Thursday, September 26<sup>th</sup>, 2013 at 6:00 p.m., at the Eisenhower Chapel.

**ADJOURNMENT:**

Motion to adjourn was made by Gary Duke and seconded by Ed Fronheiser. The meeting adjourned at approximately 7:32 p.m.