

**MINUTES  
LOWRY COMMUNITY MASTER ASSOCIATION, INC.  
DIRECTORS' MEETING  
November 6, 2017**

**CALL TO ORDER:** Josh Thall called the meeting to order at 6:08 p.m.

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

- Board of Directors – Josh Thall, Dave Harlor, Jane Wilson, Brigitte Sinclair, Zach Myhra, Matt Alcorn, Mark Barella, and Joel Malecka
- Mary Carr, LCMA Executive Director
- Elina B. Gilbert, Esq. HindmanSanchez, P.C.
- Jennifer Bublitz, MSI, LLC

The following Board member was not present: Makala Hubbell

**PUBLIC COMMENT:**

- None

**ACTION ITEMS:**

- Approve LCMA Board of Directors Meeting Minutes from September 28<sup>th</sup>, 2017
  - Motion to approve made by Josh Thall and seconded by Jane Wilson. **Motion passed unanimously.**
- Ratify Proposed 2018 Operating Budget
  - Mary Carr discussed the 2018 operating budget and how it differs from 2017 operating budget.
  - Dave Harlor discussed the reserve analysis and model he created tracking expenses and strategy for funding reserves.
  - Motion to approve 2018 operating budget made by Josh Thall and seconded by Joel Malecka. **Motion passed unanimously.**
- Approve 2017 Annual Meeting Packet
  - Mary Carr discussed candidates for election and annual meeting packet contents.
  - Motion to approve 2017 annual meeting packet, as amended, made by Brigitte Sinclair and seconded by Mark Barella. **Motion passed unanimously.**

**COMMITTEE REPORTS:**

- **Executive Committee Report:**
  - August 2017 Financials
    - Dave Harlor briefly discussed the financials and recommended approval.
    - Motion to approve 2017 financials made by Dave Harlor and seconded by Matt Alcorn. **Motion passed unanimously.**

- 10<sup>th</sup> Ave Bad Debt Write-Off
  - Jennifer Bublitz discussed recommendation from legal counsel to write off bad debt.
  - Motion to write off bad debt made by Josh Thall and seconded by Joel Malecka. **Motion passed unanimously.**
- 2017 Board Candidates
  - This was already discussed during review of the annual meeting packet.
- **Buildings and Grounds Committee Report:**
  - Appoint Zach Myhra to Buildings and Grounds Committee
    - Motion to appoint Zach Myhra to Buildings and Grounds Committee made by Josh Thall and seconded by Dave Harlor. **Motion passed unanimously.**
  - Tree Lighting – Quebec @ Lowry Town Center (\$5K)
    - Mary Carr discussed issues concerning lighting the trees and who pays for same.
  - Snow Removal / Water Agreement w/ Twin Homes Subassociation
    - Jennifer Bublitz discussed LCMA possibly entering into an agreement with Twin Homes to continue watering if sub takes on snow removal.
- **LDRC Report:**
  - DAT – LDRC Design Review Fee
    - Matt Alcorn discussed the status of DAT application for school construction.
    - Discussed whether the Design Review Fee should be collected.
- **Crime and Safety Ad Hoc Committee**
  - Renaissance Apartments Update
    - Mary Carr discussed status of apartments and latest incidents.
  - Safety Audit
    - Mary briefly discussed possibly having a safety audit in 2018.
  - October & November Crime & Safety Month
    - Mary discussed that Crime and Safety Month is being extended into November.
- **EXECUTIVE SESSION**
  - Board went into executive session at 8:02 pm to discuss Executive Director Compensation. Board came out of executive session at 8:12pm.

**NEXT MEETING:**

Annual & Budget Ratification Meeting on Thursday, December 7<sup>th</sup> @ 5:30P in the Eisenhower Chapel

**ADJOURNMENT:**

Motion to adjourn was made by Josh Thall and seconded by Brigitte Sinclair. The meeting adjourned at 8:14 p.m.