

MINUTES
LOWRY COMMUNITY MASTER ASSOCIATION, INC.
DIRECTORS' MEETING
August 28, 2025

CALL TO ORDER: Bill Skewes called the meeting to order at 6:03 p.m.

ROLL CALL: The following were present:

- Board of Directors –Jim Grillo, Bill Skewes, Francis Rooney, Kimberly Wyatt , Cat Holmes, Victor Vialpando-Nunez, and Adam Moore
- Mary Carr, LCMA Executive Director
- Jennifer Bublitiz, MSI
- Elina B. Gilbert, Esq. Altitude Community Law, P.C.

Not Present: Carla McConnell and Chris Jedd

PUBLIC COMMENT: None

- Councilwoman Amanda Sawyer attended and discussed safety concerns with Board.

ACTION ITEMS:

- Approve Board of Directors Meeting Minutes from June 26, 2025.
 - Motion to approve minutes made by Adam Moore and seconded by Cat Holmes. **Motion passed unanimously.**
- Governing Document Update
 - Elina Gilbert discussed Amended and Restated Articles and Bylaws.
- Approve 2024 Audit and 225 Tax and Audit Preparation Proposal
 - Motion to approve 2024 Audit and 225 Tax and Audit Preparation Proposal made by Cat Holmes and seconded by Frances Rooney. **Motion passed unanimously.**
- USPS Mail Theft Update
 - Mary Carr provided update on theft issue.
- 2026 Proposed Operating Budget Plans

- Mary Carr updated the Board.
- BAG Request for Board Input Regarding Possible Enforcement Issue
 - Mary Carr discussed situation involving lighting.

COMMITTEE REPORTS:

- **Executive Committee Report:**
 - Francis Rooney discussed financials and recommended approval of March, April, May, June, and July 2025 financials.
 - Motion to approve March, April, May, June, and July 2025 financials, made by Kim Wyatt and seconded by Adam Moore.
Motion passed unanimously.
 - Reserve Fund Update
 - Francis provided update on status of reserve fund.
- **Building and Grounds Committee**
 - Jennifer Bublitz provided updates and discussed Preservation Tree Care recommendations
- **LDRC**
 - Mary provided update
- **Executive Director's Report**
 - Mary Carr discussed scheduling Board dinner.
- **Executive Session**
 - Board went into executive session at 7:33 pm to discuss collection-related matters and came out of the session at 7:49 pm

ADJOURNMENT:

Motion to adjourn was made by Adam Moore and seconded by Kim Wyatt. The meeting was adjourned at 7:52 p.m.

NEXT MEETING: Monday, November 3, 2025, at 6p.m. via Zoom.