

TrailMark Homeowners Association

BOARD of DIRECTORS MEETING

AGENDA

November 11, 2025 – 6:00 p.m.

Falcon Bluffs Middle School 8449 S. Garrison Street, Littleton, CO 80128

I. CALL TO ORDER

Board Members: Board Members – Ken Colaizzi (President), Arwen Vaughan (Vice President), Tonya Sloan (Secretary), Phil Kinney (Treasurer), Dave Soule (Member at Large)
Westwind Management Group, LLC Representatives Roxanne Chaparro, CMCA®, AMS Association Business Manager

II. APPROVAL OF MINUTES – September 09, 2025 and November 12, 2024 Annual Meeting Minutes

III. MANAGEMENT REPORT

- a. Management Report & Action Items List
- b. Additional Reports (Work Orders, DRC, and Compliance Log)

IV. FINANCIAL REPORT

- a. July and August 2025 Un- Audited Financials

V. COMMITTEE REPORTS

- a. Design Review Committee – DRC Rep
- b. Common Area Committee – Dave
- c. Communication Committee – Arwen
- d. Social Committee - Ken

VI. NEW BUSINESS

- a. Ratify Board Approved LCS Work Order #7361, Holiday Lighting (Ken)
- b. Ratify Board Approved LCS Maintenance Contract 2026 to 2028 (Ken)
- c. Holiday Lights and Holiday Display Information and Dates (Ken)
- d. New Committee Charters Posted to TrailMark Website (Ken)
- e. New Westwind Portal Software Release in March of 2026 (Roxanne)
- f. Certify Count of 2025 Proxies Received (Ken and Roxanne)
- g. Vote on 2026 HOA Budget (Ken and Roxanne)
- h. HOA Board of Directors Election Qualifications, Nominations, and Guidelines (Ken)
- i. HOA Board of Directors Election Results (Roxanne)

j. Board Member Discussion of HOA Board Positions 2025 – 2026 (Board)

VII. HOMEOWNER OPEN FORUM

VIII. ADJOURNMENT – Next Meeting January 13, 2026, 6:00 P.M. FALCON BLUFFS MIDDLE SCHOOL LIBRARY (2ND FLOOR).

IX. EXECUTIVE SESSION