

**TrailMark Homeowners Association Annual Meeting
Falcon Bluffs Middle School
November 12, 2024 – 6 pm**

A quorum was reached with 205 homeowners present in person and by proxy. Meeting was called to order at 6:05pm.

- I. Roll Call - Introductions – 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 – Rianne Chaparro, CMCA®, AMS® Association Business Manager.
- I. Proof of Notice – All members present agreed to have received the notice of the meeting in the mail.
- II. 2023 Minutes – On a motion duly made by Dave Soule, seconded by Tonya Sloan, and unanimously carried to approve the minutes as presented.
- III. Election of Directors – No residents self-nominated. There were three open seats and five members running. Tonya Sloan, Phil Kinney, and Dave Soule were elected by majority vote. Ken will remain the President. Arwen will be Vice President. Phil will remain as the Treasurer. Tonya will remain as the Secretary. Dave Soule will be member at large.
- IV. Budget Ratification – There will be no increase in assessments for 2025. The Board also discussed cost savings from the trash contract. A motion was made to ratify the budget with assessments remaining at \$165 per quarter, effective January 1, 2025. The motion passed unanimously. The Board expressed gratitude to Sandy Perrish for her assistance in drafting the budget.
- V. Committee Reports
 - a. Common Area – Phil and Mary Kreger – The Association saved a significant amount of money this year through self-help projects. There are also several pending projects planned for next year.
 - b. DRC – Tonya: Residents were encouraged to use the electronic DRC form.
 - c. Communications – Arwen: The Newsletter and Website are going well and are being consistently reviewed for ways to improve.
 - d. Social – Ken: The Chili Cook-Off held on October 12th raised \$1,353.00. The Christmas Light Parade is scheduled for December 14th.
- VI. New Business
 - a. Special Guest Dawn & Scott Flag Proposal with HOA Landscaper – LCS did a presentation on the installation of flag poles.
 - b. New HOA Collection Policy – The Board reviewed, discussed, on a motion duly made, seconded, and unanimously carried to approve the amended 2024 collection policy.
 - c. Reminder of New Paint Colors Go In Effect January 1, 2025 – Ken and Tonya reminded homeowners that the new paint schemes will go into effect on January 1, 2025. Homeowners wishing to keep their current paint scheme, if it is not included on the new list, must submit it for approval before January 1, 2025.
 - d. Reminder of Electronic DRC Home Improvement Request Form – Ken and Arwen reminded residents that home improvement requests may be submitted using the electronic form; however, paper forms are still accepted.

- e. DRC Needs Photos and Explanation on “Like for Like” In DRC Gine Improvement Request Form – Ken reminded homeowners that all important details for any project must be included in the submission and that “like for like” requests are not accepted.
 - f. HOA has no Purview on Neighbor Disputes – Ken reminded residents of the Association’s roles and responsibilities, noting that they do not include mediating homeowner-to-homeowner disputes.
 - g. CTA Requirements for all HOA Board of Directors Starting in 2025 – Ken and Roxanne advised that all Board members are required to complete the CTA requirements, effective January 1, 2025.
 - h. Ratify Email Votes – On a motion duly made, seconded, and unanimously carried to ratify the decisions made outside of a meeting.
 - LCS Work Order #6218 (Mulch)
 - LCS Work Order #6131 (Holiday Lights)
 - 2025 TrailMark Garage Sale Sponsor Lori Ross
- VII. Homeowner Forum
- a. Jeffrey – Provided feedback on the elenctic home improvement request form.
 - b. John – Inquired if “like for like” home improvements require to submit a DRC home improvement request form.
 - c. Dehna – Inquired about updating the approved list of trees for the Association.
- VIII. Adjournment – Without any other business being brought to the Board, the meeting was adjourned at 7:13 pm.

Approved By the Membership on: November 11, 2025