

**TrailMark Homeowners Association
Board of Directors Meeting Minutes
September 15, 2011**

Homeowners Open Forum – 6:30pm Homeowners Open Forum is held prior to each Board Meeting to allow owners an opportunity to voice their opinions, compliments, concerns or issues as they relate to the Association.

Establish a Quorum / Call to Order

The regular monthly Board of Directors meeting was held on Thursday, September 15, 2011 at the TrailMark Learning Center located on the property at 9743 S. Carr Way, Littleton Colorado. The meeting was called to order at 6:42pm. A quorum was established. Present Board members were Karen Millsbaugh, Mike McMahon, Lesa Rangel and Doug Filter. Absent Board member was Wayne Lupton. Also present was Tina Lamar, Association Manager from Colorado Management & Associates, Inc.

Minutes: A motion was duly made, seconded and unanimously carried to approve the July 14, 2011 Board of Directors meeting minutes.

Management Report

- 1. Ratify Action without a meeting:** A motion was duly made, seconded and unanimously carried to approve the following email votes:
 - Approved – 9551 W Athens Ln – sport court request
 - Approved – 9551 W Athens Ln – pole for volleyball net request
 - Approved – 9876 W. Freiburg Dr 2a – request to waive fee
 - Approved – Email blast tool for \$193.80 purchased for the association website
 - Approved – 9641 W Belfast Dr – payment arrangement
 - Approved – 9283 W Finland – paint request
 - Approved – July Board of Directors meeting minutes
 - Approved – Recreational Vehicle Policy
 - Approved – Amur maple tree to be planted
- 2. Declaration Amendment:** Lesa updated the attending homeowners on the current count. A discussion was made regarding the Change of Declaration wording and it was noted that the Finance Committee, with the approval of the Board, is considering the possibility of adding/changing the amendment wording but a decision has not been made at this point.
- 3. Recreational Vehicle Policy:** After discussion, a motion was duly made, seconded and unanimously carried to approve the revised wording for the Recreational Vehicle Policy based on wording from the City of Littleton.
- 4. Social Budget:** Karen presented a request from the Social Committee to increase their budget for this year’s final event to \$2,900. After discussion the board tabled this request. Karen will request more details on the final social event, the DBG Night at the Lights scheduled for December 1st. The Board will look at the budget and then render a decision via an email vote. Later, during the meeting, the Social Chair asked the Board to consider increasing the budget for next year and noted that she would submit an outlined proposed budget request for 2011.
- 5. Safety Update:** Mike Rogers, TrailMark resident and President of the TMMD, attended the City Council Meeting on September 6, 2011 with neighbors from TrailMark. He discussed the information that was presented at the Council meeting. The retiring City Manager presented to the Council “Four Options for TrailMark fire service: 1) Build a new station; 2) Move a station closer to TrailMark; 3) Contract with West Metro for Automatic Aid Agreement; and 4) Detach TrailMark from the City of Littleton. The City Council will consider these options.
- 6. Common Area Committee:** The committee is currently working on a project to screen the port-potties from view in the park. Right now the committee is considering just a small structure that

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would take the potties from view of the street and the neighbors. The committee has decided to wait on anything more permanent until South Suburban can help us with a Master Plan for Hogback Hill Park.

7. **Website:** The Board received a bid of \$300 per month from the management company to perform regular maintenance and updates to the trailmark.org website. After discussion this has been tabled for further review.

Financials

The monthly financials were included in the Board packet for review. The Financial Committee approved the August 2011 financials. A motion was duly made, seconded and unanimously carried to approve the August 2011 financials. The attorney delinquency report was provided to the Board for review.

Adjournment

With no other business to discuss, the meeting was adjourned at 7:53 pm.

Executive Session – none

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