

**TrailMark Homeowners Association
Board of Directors Meeting Minutes
September 12, 2013**

Homeowners Open Forum – 6:30 PM 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. There were 18 homeowners in attendance.

Establish a Quorum / Call to Order

The regular monthly Board of Directors meeting was held on Thursday, September 12, 2013 at the TrailMark Learning Center located on the property at 9743 S. Carr Way, Littleton Colorado. The meeting was called to order at 7:05 PM. A quorum was established. Present Board members were Frank Melara, Sally Janssen and Wayne Lupton. Absent Board Members were Candace Cooledge and Jason Sporer Also present was Natasha Henricks, Association Manager from Colorado Management & Associates, Inc.

Minutes

A motion was duly made (Wayne Lupton), seconded (Frank Melara) and unanimously carried to approve the July 11, 2013 Board of Directors Meeting Minutes.

Management Report

Management Report: Natasha reviewed the management report. A copy is attached and made a part hereof.

Work Order Report: The Board reviewed the work order report.

Committee Reports

Covenant Enforcement- Updated report was given to the Board for violations.

Architectural- The DRC reported to the membership that they are currently recreating the Design Guidelines. The DRC is reviewing similar documents from neighboring communities and their goal is to simplify the current documents.

Communication- No Report.

Common Area- No Report.

Financial- No Report.

Old Business

There was no old business to discuss.

New Business

- 1. 2014 Budget-** Management provided the Board of Directors and the Financial Committee with a draft of the 2014 Budget for their review/suggestions.
- 2. 2013/2014 Snow Removal-** Management provided a spreadsheet with pricing from 5 vendors along with a snow removal proposal submitted by Mountain High Lawn & Landscape. The Board requested Mountain High Lawn & Landscape provide pricing per the spreadsheet for review. Tabled.
- 3. TrailMark Vs. Woods-** Management provided the Board with legal documents for review.
- 4. Speeding within the Association-** Many homeowners in attendance voiced their concerns about speeding in the community. The Board requested management obtain pricing for an off duty officer to monitor the speeding.

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Financials

The monthly financials were included in the Board packet for review. The Financial Committee approved the August financial. The attorney delinquency report was provided to the Board for review.

Wayne Lupton moved to approve the July and August payables. Frank Melara seconded; motion carried unanimously.

Adjournment

With no other business to discuss, the meeting was adjourned at 7:17 PM.

**Natasha Henricks
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