

**TrailMark Homeowners Association
Board of Directors Meeting Minutes
January 9, 2014**

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 8 homeowners in attendance.

Establish a Quorum / Call to Order

The regular monthly Board of Directors meeting was held on Thursday, January 9, 2014 at the TrailMark Learning Center located on the property at 9743 S. Carr Way, Littleton Colorado. The meeting was called to order at 6:34 PM. A quorum was established. Present Board members were Frank Melara, Sally Janssen, Candace Cooledge, Amy Stuart and Sandy Farish. Also present was Natasha Henricks, Association Manager from Colorado Management & Associates, Inc.

Minutes

A motion was duly made (Frank Melara), seconded (Sally Janssen) and unanimously carried to approve the September 12, 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 half way through recreating the Design Guidelines. Sally informed the Board and membership that the Solar Device check list will be posted to the website within a week. The DRC requested that management schedule a meeting with an executive at Solar City.

Communication- No Report.

Common Area- No Report.

Financial- No Report.

Old Business

There was no old business to discuss.

New Business

Election of Officers- A motion was duly made (Frank Melara), seconded (Amy Stuart) and unanimously carried to approve the following designated officers:

- Frank Melara- President
- Sally Janssen- Vice President
- Candace Cooledge- Secretary
- Sandy Farish- Treasurer
- Amy Stuart- Member at Large

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Financials

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

Sally Janssen moved to approve the October, November, December and January payables. Sandy Farish seconded; motion carried unanimously.

Adjournment

With no other business to discuss, the meeting was adjourned at 6:46 PM.

**Natasha Henricks
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