

**TrailMark Homeowners Association  
Board of Directors Meeting Minutes  
September 13, 2012**

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**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 3 homeowners in attendance.

**Establish a Quorum / Call to Order**

The regular monthly Board of Directors meeting was held on Thursday, September 13, 2012 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 Karen Millspaugh, Lesa Rangel and Wayne Lupton. Absent Board members were Jason Sporer and Sally Janssen. Also present was Natasha Henricks, Association Manager from Colorado Management & Associates, Inc.

**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.

**Ratify Email Votes:** *A motion was duly made, seconded and unanimously carried to ratify the following action without a meeting vote:*

- Approved – Denver Water Easement Agreement
- Approved – 9819 S Field Way, Dumpster Request
- Approved – July 2012 Meeting Minutes
- Approved – Mountain High Lawn & Landscape, LLC Turf Replacement \$395.00
- Denied - Mountain High Lawn & Landscape, LLC Geese Deterrent \$705.00
- Approved – Revised Covenant Enforcement Policy
- Approved – Attorney Suggestion (TrailMark vs. Muller/Emory)
- Approved – Colorado Management, Extra Meeting Time \$75/hr, 8/30/12 DRC Meeting

**Committee Reports**

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

**Old Business**

- 1. Declaration Amendment / Investment Policy:** Management provided the Board with a copy of the revised Declaration Amendment/Investment Policy mail-out for review. The Board requested two changes be made and sent via email for final approval.
- 2. Mailbox Paint Project:** Natasha Henricks informed the Board that she is obtaining bids from three companies due to the lack of interest from the previous bidders. Natasha Henricks also informed the Board that she is working with the Postal Office on getting updated stickers for the mailboxes once painting is complete.

**New Business**

- 1. 2013 Budget-** Natasha Henricks presented. Karen Millspaugh informed the Board she would discuss pricing options with Lauren Filter for the 2013 TrailMark Tracks. Wayne Lupton requested Natasha Henricks have the Colorado Management contract revised showing the rate increase of \$250.00 per month for additional covenant inspections which will occur every week May through October and indicate bi-monthly meetings.

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2. **2012/2013 Snow Removal** - Management provided the Board with snow removal rates from 7 companies. Wayne Lupton moved to approve Mountain High Lawn & Landscape snow removal proposal as submitted. Lesa Rangel seconded. With no further discussion, the motion carried.

**Financials**

The monthly financials were included in the Board packet for review. The Financial Committee approved the August 2012 financials. The attorney delinquency report was provided to the Board for review.

**Adjournment**

With no other business to discuss, the meeting was adjourned at 7:14 PM.

**Executive Session – None**

**Natasha Henricks**

**Colorado Management & Associates**

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