

**TrailMark Homeowners Association  
Board of Directors Meeting Minutes  
May 8, 2014**

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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 9 homeowners in attendance.

**Establish a Quorum / Call to Order**

The regular monthly Board of Directors meeting was held on Thursday, May 8, 2014 at the TrailMark Learning Center located on the property at 9743 S. Carr Way, Littleton Colorado. The meeting was called to order at 6:33 PM. A quorum was established. Present Board members were Frank Melara, Candace Cooledge, Amy Stuart and Sandy Farish. Absent Board member was Sally Janssen. Also present was Natasha Henricks, Association Manager from Colorado Management & Associates, Inc.

**Minutes**

A motion was duly made (Frank Melara), seconded (Sandy Farish) and unanimously carried to approve the March 13, 2014 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. The Board requested a violation addendum be included with the minutes for homeowners to review the issues within the community.

**Architectural-** Updated report was given to the Board for review. Management informed the Board that the Star Canyon Patio Homes requested to be excluded for the DRC requirements through the Master Association. A motion was duly made (Frank Melara), seconded (Amy Stuart) and unanimously carried to approve the request.

**Communication-** No Report.

**Common Area-** Karen reported that the Common Area Committee has been approved for the tree grant and they are currently reviewing locations.

**Financial-** No Report.

**Old Business**

**Declaration Amendment-** Frank Melara reported the attorney suggestions regarding the rewording of the Declaration Amendment.

**New Business**

**Social Committee Debit Card Signature Form-** The Board was provided with a Social Committee Debit Card Signature Form. Homeowners voiced concerned regarding fraud and location of bank. Tabled.

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**Financials**

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

Frank Melara moved to approve the April and May payables. Sandy Farish seconded; motion carried unanimously.

**Adjournment**

With no other business to discuss, the meeting was adjourned at 7:57 PM.

**Natasha Henricks  
Colorado Management & Associates  
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