

**TrailMark Homeowners Association
Board of Directors Meeting Minutes
January 8, 2015**

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 several homeowners in attendance. The following items were topic of discussion:

1. Relocation of Bus Stop on Independence
2. Crosswalk Installation
 - A. To make drivers more aware of pedestrians
 - B. Education for drivers and pedestrians for crosswalk safety
 - C. Crosswalk Laws for both drivers and pedestrians
 - D. Email Blast to Community regarding the above items
 - E. Possible survey of the community
 - F. Timeline of events of the crosswalk installation
3. Speed Study- Located on website for homeowner review
4. Streets owned by City
5. Speed Table- Possible tool to rectify speeding within the community
6. Increase Police Activity
7. Pool Installation Discussion

Establish a Quorum / Call to Order

The regular monthly Board of Directors meeting was held on Thursday, January 8, 2015 at the TrailMark Learning Center located on the property at 9743 S. Carr Way, Littleton Colorado. The meeting was called to order at 7:09 PM. A quorum was established. Present Board members were Frank Melara, Kim Longbrake, Amy Stuart, Sandy Farish and Sally Janssen. Also present was Natasha Henricks, Association Manager from Colorado Management & Associates, Inc.

Minutes

A motion was duly made (Sandy Farish), seconded (Amy Stuart) and unanimously carried to approve the September 11, 2014 Board of Directors Meeting Minutes and the November 13, 2014 Annual/Budget Ratification 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

Architectural- Updated report was given to the Board for review. Stephen McKeon reported to the membership and Board of the Architectural Committee projects and activities.

Common Area- Frank Melara reported to the membership and Board of the Common Area Committee projects and activities.

Communication- Linda Jagiello reported to the membership and Board of the Communication Committee projects and activities. She reported the website was under construction and anticipates it will be completed in the near future.

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Covenant- Updated report was given to the Board for review.

Financial- There was a discussion regarding proceeding with ARS for the reserve study. The Board requested Management obtain the cost and turnaround time for their review.

Safety- Jim Russell reported that they would be creating a newsletter article in regards to fire safety. The Board ask the present homeowners if anyone would be interested in joining the committee. Molly Henry and Dan Locke were appointed by the Board of Directors to the committee.

Social- No Report.

Old Business

Declaration Amendment- Natasha reported that currently 384 homeowners have approved the declaration amendment. The Association only needs to obtain an additional 152 approved votes to proceed with the amendment. The Board is hopeful that they could complete this task by Spring and suggested possibly establishing street captains.

Fence Replacement- Frank reported that 3 competitive bids are out for fence replacement. The companies included in the process are Split Rail, Éclair and Standard. The Board explained to the membership that the TMMD is responsible for half the cost of the fence replacement.

New Business

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

Name	Position
Sandy Farish	President
Sally Janssen	Vice President
Amy Stuart	Secretary
Kim Longbrake	Treasurer
Frank Melara	At-Large

2014 Audit- Management informed the membership that an audit was completed in December of 2014 by McNurlin & Associates, P.C.

2015 Western Law Agreement- Management provided the 2015 Western Law Agreement to the Board for signature.

Financials

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

Sandy Farish moved to approve the October, November and December payables. Kim Longbrake seconded; motion carried unanimously.

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Adjournment

With no other business to discuss, the meeting was adjourned at 7:45 PM.

Natasha Henricks

Colorado Management & Associates

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