

MINUTES
LOWRY COMMUNITY MASTER ASSOCIATION, INC.
DIRECTORS MEETING
November 7, 2011

CALL TO ORDER: Rob Norris called the meeting to order at 6:14 p.m.

ROLL CALL: The following were present:

- Board of Directors – Rob Norris, Michael Coughlin, Ed Fronheiser, Bryan Schmidt, Elizabeth Paulsen, Allie Watson-Gosch (arrived late at 7:00 pm)
- Mary Carr, LCMA Executive Director
- Trisha K. Harris, Esq., HindmanSanchez P.C.
- Karen Becker, MSI, LLC
- Owner - Betty Jean Dayoub

Quorum was present

PUBLIC COMMENT:

- Betty Jean Dayoub commented on the number of trick-or-treaters that visit the neighborhood on Halloween and expressed the desire to have that much participation at other events.

ACTION ITEMS:

- Approval of September 22, 2011 board meeting minutes. Motion to approve the September 2011 minutes was made by Bryan Schmidt, seconded by Rob Norris. After offering owners in attendance the opportunity to comment, the motion was approved unanimously.
- Approve Annual Meeting packet. Mary Carr presented the annual meeting notice packet, which is the same as last year with the addition of a cover letter to explain increase in dues and what the dues cover. The packet was approved by Governance Committee. Elizabeth Paulsen moved to approve the Annual Meeting packet as presented. Rob Norris seconded the motion. Upon offering owners in attendance the opportunity to comment, Betty Jean Dayoub asked if the Board would like the cover letter to be in the Lowry Living newsletter, which is to go out the end of November. The Board indicated that is acceptable. After such discussion, the motion was approved unanimously.
- Review and approve revised covenant enforcement policy. Karen Becker presented the revised policy and discussed the need to strengthen the covenant enforcement policy to help to gain compliance. The current policy/fines are not strong enough to gain compliance with commercial owners, primarily. The revised policy would impose a different fine schedule for commercial owners because of the highly visible impact of commercial properties as opposed to residential properties. Rob Norris moved to approve the revised covenant enforcement policy. Mike Coughlin seconded the motion. After discussion, Rob Norris moved to amend his prior motion to approve the revised policy, but with the time frames in Sections 11, 12 and 14 changed from one year to two years in relation to when the process will reset in relation to repeated violation. Elizabeth Paulsen seconded the motion to amend the prior motion. The Board discussed other possible revisions to the policy in relation to clarifying the process in the covenant enforcement policy. After further discussion, and after offering owners in attendance an opportunity to comment, the motion, as amended, was approved unanimously. The policy, as adopted, was referred to the Governance Committee to discuss further revisions to the policy to refine the process set forth in the policy.

- Prepare for annual meeting – presentation and questions. The board discussed possible questions that may be raised at the annual meeting so the board can be prepared to answer the anticipated questions.
- Letter of support to the city for Bill Munn to construct a quonset hut to store materials for the Logan School. It is the understanding of the Board that the Logan School property is not part of the LCMA. As such, the Board determined it is not going to write a letter of support and/or non-objection.
- MSI contract renewal. Elizabeth Paulsen moved to authorize the President to execute the Association's contract with MSI pending the President's confirmation that the terms of the renewal contract are the same as the existing contract. Ed Fronheiser seconded the motion. After offering owners in attendance the opportunity to comment, the motion was approved unanimously.
- Draft audit. Karen Becker presented the draft audit from the CPA. The President, Treasurer and property manager have to sign and acknowledge that all the accounts shown on the draft audit accurately represent the accounts and finances of the Association. Rob Norris signed the draft audit. The Board referred the audit issue to the Finance Committee to discuss moving the audit up several months.

COMMITTEE REPORTS:

Finance Committee:

- Approval of financials through September, 2011. Elizabeth Paulsen moved to approve the financials through September, 2011. Ed Fronheiser seconded the motion. After offering owners in attendance the opportunity to comment, the motion was approved unanimously.

Buildings and Grounds Committee:

- BAG meeting minutes were attached to the board packet.
- The Board discussed the status of the signage program. It is still unclear what the LRA's intention is in relation to funding. Rob Norris will send Tom Berger of the LRA a message to let him know that the LCMA is going to use its own process to get the park signs done and inquire what the LRA's intentions are on the funding decision.

Events Committee:

- Mary Carr reminded everyone that the Winter Festival event is on December 4, 2011.
- The Events Committee is currently working on setting a schedule for 2012 events.

Communications Committee:

- LCMA information published on website. The Board discussed feedback from residents regarding information that is available on lowry.org (which is available to the public) v. information that is only available via the website provided by MSI, which is password protected and available only to owners. After discussion, the Board deferred the issue back to Governance Committee to discuss.

Governance Committee:

- Community survey. The Governance Committee wants to do a community survey on various subjects.

Executive Director's Report:

- None

OTHER ACTION/NEW BUSINESS:

- Buckley Annex update – The Air Force is close to conveying property to the LRA to develop. It is the LRA's intent to annex that property into the LCMA. Greg Palcanis of the LRA is working with Laura Sanchez of HindmanSanchez to figure out the LRA's rights in relation to such annexation.
- Rob Norris moved to schedule a Board meeting on December 8, 2011 at 5:15 p.m., prior to the Annual Meeting, for the Board to review the election process and take any action that may be necessary in relation to the Annual Meeting. Elizabeth Paulsen seconded the motion. After offering owners in attendance the opportunity to comment, the motion was approved unanimously.

NEXT MEETINGS:

- LCMA Board meeting – Thursday, December 8, 2011 at 5:15 p.m. at the Eisenhower Chapel
- LCMA Annual Meeting – Thursday, December 8, 2011 at 5:30 P.M. at Eisenhower Chapel

ADJOURNMENT:

Motion to adjourn made by Ed Fronheiser and seconded by Elizabeth Paulsen. The motion was approved unanimously.

Meeting adjourned at approximately 8:08 p.m.