

**PLUM CREEK NORTH MASTER HOMEOWNERS
ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES**

September 14, 2016

**Philip Miller Library
100 South Wilcox
Castle Rock, CO 80104**

*Jamie LaRue Room
4:00 p.m.*

I. CALL TO ORDER

The September meeting of the Board of Directors for the Plum Creek North Master Homeowners Association, Inc. was held at 4:00 p.m. at the Philip Miller Library, in the Jamie LaRue Room, Castle Rock, CO 80104. The meeting was called to order at 4:07 p.m. by David Littler – President. Board Members present; David Littler, President, Monte Tucker, Vice President and Frank Gappa, Secretary/Treasurer. Representing management: Kim Maguire, CMCA with Premier Property Management, LLC.

II. HOMEOWNERS FORUM

No homeowners present.

III. APPROVAL OF MINUTES

- a. Mr. Tucker motioned to approve the minutes dated June 15, 2016. Motion was seconded and passed unanimously.

IV. FINANCIAL STATEMENTS

- a. Ms. Maguire presented the August 2016 financial statements. To include the bank statements, payables, monthly and year to date income statement, AR Aging Summary and bank reconciliations/summary details. Mr. Tucker motioned to accept the financial statements as presented. Motion was seconded and passed unanimously.
- b. Mr. Gappa motioned to approve the payables as presented. Motion was seconded and passed unanimously.
- c. A/R Aging summary, one HOA still owes a late fee and they have been sent notices. Ms. Maguire will continue to monitor and send statements to the Management Company. No further action taken.

V. OLD BUSINESS

- a. No action to take regarding the Plum Creek Golf Club. No new updates regarding their idea of building homes on their property.

VI. NEW BUSINESS

- a. Discussion was held regarding Diamond Head HOA and Lokal Homes. No action taken.
- b. Mr. Gappa motioned to approve the 2017 Landscape Contract with Emerald Isle. Motion was seconded and passed unanimously.
- c. Mr. Tucker motioned to accept the 2017 Budget to be presented at the Budget Ratification meeting for the Members on October 24, 2016. Motion was seconded and passed unanimously.
- d. The Annual and Budget Ratification Meeting will be held on October 24, 2016 at the Philip Miller Library, East Room.
- e. Board Terms – Frank Gappa and David Littler terms are up and they both decided to re-run again.
- f. Mr. Gappa motioned to approve the Snow removal contract. Motion was seconded and passed unanimously.
- g. Mr. Tucker motioned to approve the installation of holiday lights in the amount of \$2,000.00. Motion was seconded passed unanimously.
- h. Mr. Gappa motioned to approve the 2017 Management Contract. Motion was seconded and passed unanimously.

VII. ADJOURNMENT

Mr. Littler made a motion to adjourn the meeting at 5:06 p.m. Motion was seconded and passed unanimously.

Respectfully submitted,

s/Kim Maguire

Kim Maguire, CMCA®
Community Association Manager