

**MINUTES  
LOWRY COMMUNITY MASTER ASSOCIATION, INC.  
DIRECTORS MEETING  
August 28, 2014**

**CALL TO ORDER:** Josh Thall called the meeting to order at 6:13 p.m.

**ROLL CALL:** The following were present:

- Board of Directors – Josh Thall, Joel Malecka, Jolene White, David Harlor, Ed Fronheiser, Mark Barela, and Makala Hubbell (arrived at 6:22 p.m.).
- Mary Carr, LCMA Executive Director
- Trisha K. Harris, Esq. HindmanSanchez, P.C.
- Randy Dunton, MSI, LLC

**PUBLIC COMMENT:**

- No owners or others were in attendance for public comment.

**ACTION ITEMS:**

- Approve Board meeting minutes from June 26<sup>th</sup>, 2014: Motion to approve the June 26<sup>th</sup>, 2014 Board meeting minutes was made by Dave Harlor and seconded by Mark Barela. The motion passed unanimously.
- Approve Holiday Lighting Bid: Mary Carr presented the holiday lighting bid from the Enchanted Florist for \$10,000, which is for lights similar to what were installed last year. The LCMA had committed to \$5,000 for lighting and Weingarten has agreed to match that \$5,000. Accordingly, Weingarten will reimburse the LCMA for \$5,000 of the \$10,000 bid. Motion to approve holiday lighting bid was made by Josh Thall and seconded by Jolene White. The motion passed unanimously.

**COMMITTEE REPORTS:**

**Executive Committee**

- Approval of July 2014 financials: The Executive Committee recommends approving the July 2014 financial statements. Motion to approve the July 2014 financial statements was made by Josh Thall and seconded by David Harlor. The motion carried unanimously.
- Josh Thall reported the Executive Committee finalized the agreement with Wells Fargo to manage the reserve fund accounts, in accordance with the LCMA's reserve fund policy. Mary Carr asked for guidance in relation to the transfer of the reserve fund accounts to Wells Fargo. David Harlor suggested figuring out how much reserve funds are needed for the next six months and putting that amount into a checking account with Wells Fargo and then the Board can determine where the remaining reserve funds are to be put. The operating account currently with Merrill Lynch is to be moved to US Bank.
- Vacated LCMA Board Seats: The Executive Committee discussed the vacated seats on the Board resulting from the resignations of Ed Fronheiser and Gary Duke. The Executive Committee feels that filling the vacant seats by an owner vote at the December annual meeting is the appropriate action. As such, there will be four seats up for election in December. Jolene White and Mark Barela's positions are expiring this year, along with Ed Fronheiser's vacant position, so those positions are up for election in December. In addition, the owners will be asked to elect the replacement to fill Gary Duke's position. The Board discussed the current members of the Board reaching out to members to search for candidates to run for the election to the Board.

### **Buildings and Grounds Committee (BAG)**

- House Numbers in Alley: It is difficult for Randy Dunton to determine which address correlates to which home in the alleys. Mary Carr reported that BAG voted to ask owners to paint their address numbers on the alley side of their home. The LCMA has sent a letter to all alley owners requesting that they do so. This requirement is contained in the Design Guidelines.
- Alley Maintenance: Mary Carr reported that spot maintenance will occur on September 2 and 3. Portions of some alleys may be closed, but the alleys will be completely closed. Resurfacing will take place on September 22 and 23, which will require complete closure of some alleys at that time. Owners will be notified in advance of such closures.

### **Events Committee**

- Mary Carr reported that the following events are upcoming:
  - September 19 - Beer/Wine Walk
  - October 25 - Halloween and Schools Expo
  - December 20 - Holiday Festival/Home for the Holidays Event

### **Executive Director's Report**

- Mary Carr discussed holding a Board training session on October 16 at 6:00 p.m. at Hangar 2.

### **OTHER BUSINESS:**

- Lowry Aviator Magazine hosted an event for the Lowry Business Alliance, which is comprised of businesses located in Lowry, as well as business owners who live in Lowry, but who have businesses outside of Lowry. Josh Thall reported that the Lowry Aviator is a good resource for residents in the area.
- Ed Fronheiser discussed the issue of lighting the entrances during the holidays and discussed looking into using the savings from water expenses this year and lighting the entrances this year. Josh Thall suggested having BAG investigate the matter in relation to where there is power or infrastructure installed or needed, those areas where the LCMA has ownership and/or an easement right to the property and related issues.
- Ed Fronheiser also discussed the manager licensing requirements that are coming into effect next year. Final rules should be coming out in October. The Board discussed the need for Mary Carr to be licensed.
- The Board discussed having guidelines or agreements in place in relation to the LCMA partnering with other organizations in relation to events. Mark Barela will draft an agreement for review.

### **NEXT MEETING:**

- The next LCMA Board Meeting is currently scheduled for Thursday, September 25<sup>th</sup>, 2014 at 6:00 p.m. at the Eisenhower Chapel. Some conflicts have arisen. As such, the Board agreed to reschedule the meeting to Thursday, September 19 at 6:00 p.m.

### **ADJOURNMENT:**

Motion to adjourn was made by Josh Thall and seconded by Jolene White. The meeting adjourned at 7:21 p.m.