

**MINUTES OF THE ANNUAL MEETING & BUDGET RATIFICATION
MEETING
CASTLE POINTE PROPERTY OWNERS ASSOCIATION, INC.**

October 12, 2015

6:30 PM

The Annual Meeting and Budget Ratification Meeting of the Castle Pointe Property Owners Association, Inc. was held on the evening of October 12, 2015 beginning at 6:30 PM, at the Forest Park Clubhouse, 6975 Forest Ridge Circle, Castle Rock, CO. All homeowners had been notified of the time, date, and place of the Annual and Budget Ratification Meeting by mail at least 14 days in advance. Meeting location/time, agenda and proxy were included in the mailing the 2016 Budget was posted on the website for homeowner review.

REGISTRATION/CALL TO ORDER/CONFIRMATION OF A QUORUM

Homeowners attending the meeting were asked to sign-in. The meeting was called to order by Doug Moen, Vice President at 6:30 p.m. Board members in attendance were as follows: Doug Moen, Maxine Dunn, J'nean Bonner and Ken Ryerson. Absent: Drew Conneen, Representing management: Kim Maguire, CMCA of Premier Property Management, LLC. Gregory Vierra with LandTech was also in attendance. Kim confirmed for the Association that a quorum of voting members to include proxies was present, with the total being 14 in person and by proxy. A quorum of 13 is required by the Bylaws of the Association.

APPROVAL OF THE MINUTES OF THE 2014 ANNUAL MEETING

The Minutes of last year's Annual and Budget Ratification Meeting held on October 30, 2014 was circulated. A motion for approval of the 2014 Minutes was made by Mr. Mitchell and seconded. The motion passed by a show of hands.

RATIFICATION OF 2016 BUDGET

Mr. Ryerson presented the 2016 Budget. It was noted that the dues will remain the same at \$115.00 per month. Unless at this meeting the vote of sixty percent (60%) of the Membership rejects the Budget, the budget is ratified, whether or not a quorum is present. Therefore the Budget for 2016 was ratified. (25 Members need to vote to reject the budget.)

ELECTION OF DIRECTORS

Ms. Maguire reviewed the election process, it was noted that two Board positions were open for two year terms. Ms. Maguire asked for any nominations from the floor. Mr. Starr and Ms. Almer requested to have their names placed on the ballot. With there being no other nominations from the floor, nominations were closed.

With there were only two members running and three positions open, a motion was made by Mr. Tibbett to vote by acclimation. Motion was seconded and passed unanimously. Elected were Mr. Starr and Ms. Almer. They will each serve a two year term until 2017. Mr. Ryerson, Ms. Bonner and Ms. Dunn will be authorized signers for all bank accounts for the HOA.

UNFINISHED/NEW BUSINESS:

The meeting was open to discussion and/or questions concerning unfinished and new business. Some of the items discussed were: (1) Ms. Maguire presented required annual owner training handout included "Rights and Responsibilities for Better Communities". (2) A special thanks to the ARC for all their hard work this year. (3) Ms. Maguire announced that we will be banking with a new bank, more information to follow. Owners on ACH need not to do anything with their accounts. Management will take care of the transition to the new bank. (4) Doug Moen, Maxine Dunn and Dick Bonner will be on the snow removal committee and will request dispatching of snow crews. (5) Numerous questions were held regarding the landscaping, in which Mr. Vierra answered. (6) Ms. Maguire thanks outgoing Board Members Mr. Conneen and Mr. Moen for their service on the Board.

ADJOURNMENT:

By a motion made by Mr. Almer, the meeting adjourned at 7:21 P.M.

Respectfully submitted,

Kim Maguire, CMCA®
Community Association Manager
Castle Pointe Property Owners Association, Inc.

Attachments: Incorporated herein by reference – (1) CPPOA Annual Meeting Agenda, (2) CPPOA Financial Statements dated September 30, 2015 (3) CPPOA 2016 Operating Budget (4) 2014 Annual & Budget Ratification Meeting Minutes