

**Castlewood Home Owners Association
Monthly Board Meeting
August 17, 2011
Association Meeting Minutes**

Tony Leone, President
Denny Reid, Vice President
Gary Bowery, Secretary
Mike Murphy, Treasurer
James Richter, Director

I. Call to Order

The meeting was called to order at 7:04 p.m. by President Tony Leone.

II. Establish Quorum

Attending the meeting were board members Denny Reid, Gary Bowery and Mike Murphy. Also attending was CCMC Vice President, Joe Cook and new Community Manager Jillian Durbin.

III. Approve Minutes of July 20, 2011 Meeting

Denny Reid and Gary Bowery read the minutes from the July 20, 2011 BOD meeting. The minutes were approved by the Board after one changing "Delinquent accounts will be sent" to "Delinquent accounts were sent".

IV. Open Session

Homeowner Jeff Bailey reported the rails on the foot bridge were loose and falling off.

V. President's Report

Tony Leone reported that the walking path is almost complete. The Highland Shores side was complete and there was a section of wrought iron remaining to be installed on the Castlewood side.

VI. Treasurer's Report

Mike Murphy presented the July financials. The month of July was favorable and under budget.

VII. Manager's Report

Social Events - We are currently \$227 over budget year to date. The Pig Roast was \$250 over budget. The yearly budget is \$4,000. April 9 - Garage Sale \$53 (budget \$60); April 16 - Easter Party \$438.15 (budget \$450); May 29 - Pig Roast \$1,929.62 (budget \$1,680); 4th of July Party \$252.22 (budget \$400); August 19 - Back to School Party (budget \$450); October 15 - Garage Sale (budget \$60); October 31 - Halloween Party (budget \$450); December 3 - Breakfast with Santa (budget \$450). Kimberley Lyons is chairing the remaining events - Back to School party, Halloween and Breakfast with Santa.

Property Update – Joe Cook met with Aspenmark Roofing. Board approved allowing Aspenmark to open a supplemental claim for additional damages to stucco.

Irrigation / Landscape - Metro made repairs to Irrigation system and trimmed trees at 2499 where City of Highland Village had issued a citation for blocking line of sight. Phase 2 watering restrictions are in place. Metro hand watered for about 2 weeks when the city cut off all commercial irrigation.

Miscellaneous – (9) Private parties in August and (6) parties schedules for September. Soccer fall schedule is almost completely booked.

Violation Report – During transition not much was done. (2) 1st letters were sent.

Delinquency Report – (5) unpaid 2011 assessments, (1) late/collection fee only, (4) fines.

Modification Report - There were (4) applications submitted in August. (3) Roof and (1) Fence Stain. All approved.

VIII. New Business

Playground Quotes – A motion was made and the Board voted to approve playground CW-062111-01H. Old equipment will be listed for sale on Craig's List.

2010 Audit – Board approved draft of Audit. Final copy should be received prior to September meeting.

Newsletter – Next issue will be published in October.

Carpets – Cleaning bid has been received. Waiting till October to have carpets cleaned.

Security Alarm – Doors contacts were adjusted.

Miscellaneous – Board approved establishing an HOA cell phone and Sam's Card.

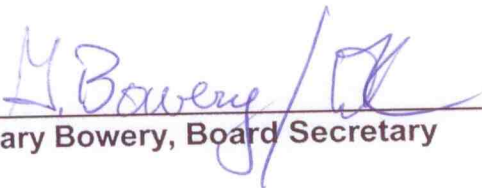
- IX. **Executive Session** – No business was brought forward for executive session.
- X. **The next meeting is scheduled for September 21, 2011.**
- XI. **The meeting was adjourned at 8:30 p.m.**



Tony Leone, Board President

8/21/11

Date



Gary Bowery, Board Secretary

9.21.11

Date