



Glen Oaks Home Owners Association  
Castle Pines, Colorado 80108

## Glen Oaks BOD Meeting March 8, 2014

Meeting called to order by Melanie Williams at 6:39pm. Members present: Melanie Williams, Tasha Verebelyi, Matt Amerlan, Skip Thurnauer, Briea Berry

Also present, Jeff Kutzer from The Management Trust

### **The Management Trust**

- Company started in 1983
- Started by Jeff's father
- Company purchased by The Management Trust in 2011, 100% employee owned
- Currently manage Forest Park, 44 communities in Colorado
- 10 full time staff members locally, centralized accounting staff in CA, local AR specialist for local homeowners, accounting manager
- Monthly fee includes 2 meetings a year, monthly site review,
- TMT would review by-laws and covenants, Board orientation 2x/yr
- Contract term is 3 years, based on HOA approved budget
- Potential start date 7/1

### **Previous Minutes**

Motion to approve minutes by Matt Amerlan, 2<sup>nd</sup> by Melanie. Motion passed.

### **New Business**

- Mgmt company will be hired on based on approval of contract
- Each Board member will review contract and send all issues to Melanie
- Review set budget

### **Financial Report**

Matt motions to approve finances, Skip 2<sup>nd</sup>. Motion passed.

### **Front Entrance**

Melanie will ask Johnny to winterize the sprinkler system and clean up leaves in the front entrance.

**ARC**

Nothing new to report.

**Welcome Committee**

Tasha will check with Jacqueline to see if she wants to continue

**Master Association**

- Tasha will contact Premier Property Mgmt to change emails

**Unfinished Business**

Mailboxes

Mailbox specifics will be included in by-laws for management company.

**New Business**

New crack on Glen Oaks reported to Brad Meyering.

**Online Storage**

Tasha is moving files to online storage. Amount of free storage will determine how far back we can store files.

Next Meeting

May 22, 2014 6:30pm at Duke's.

Meeting adjourned at 9:13pm Matt Amerlan.