

Vol. 34 • No. 11 • December 2016

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COMMON INTERESTS

Happy
HOLIDAYS
from CAI-RMC

INSIDE:
Capitol Chronicles
Holiday Lighting
Setting Goals & Completing Tasks
Community Association
Manager Update
And More!

CAI-RMC PRESENTS

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COMMON INTERESTS

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President's Message



CARMEN STEFU

President
CAI-RMC

As I write this article and realize that this is the last article from me as President of the CAI-Rocky Mountain Chapter, I am reminded of all the wonderful and sometimes challenging moments from the past two years that I've spent as President of our Chapter. So many great things have been accomplished in this time! We have hired a new Executive Director, we have new manager licensing that has been passed and now in full implementation, developed a great mountain

education program that is growing as we speak, held a number of very successful chapter events and even won two nationally recognized awards for Chapter activities! Considering how all the folks who made this possible are volunteers, who have separate work lives and personal lives, these show great dedication on behalf of our members & volunteers. I say "Thank You" to every one of you for all of your hard work and dedication to our Chapter! Our volunteers are hands down the best!

I am grateful to have worked with a wonderful Board of Directors and Committees that have made the past two years both wonderful and, as I said earlier, at times challenging. However, I fully believe that we have all grown and from some of our pains, great plans and ideas have been born that the next Board will bring to fruition and I personally look forward to these! I trust that every member will support the activities & plans for 2017 and beyond and challenge all of you to participate in our Chapter as much as you can!

I am very excited to pass the baton on to Denise Haas who will be a wonderful leader for our Chapter for the next two years! Denise has a clear vision for the Chapter and so many ideas in ensuring that our Chapter becomes even more successful and of even greater value to our members! I also look forward to new members on the Board and Committees, different perspectives and values and wish our Board and Committees great successes in all their future endeavors!

On a personal note, I wish to thank my family for their support as well as my work family for the same! I could not have done this without the support of so many loved ones and colleagues!

As always, my challenge to each one of you is to elevate our industry, to Exceed Expectations and always strive to put forth the best work that we can! Our industry is starving for such commitment and I know that many of you are ready and will rise up to meet my challenge!

Good luck to the CAI-Rocky Mountain Chapter! Go Team! 🏠

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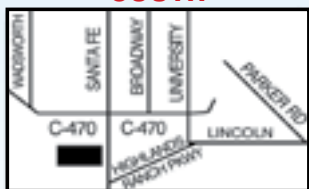


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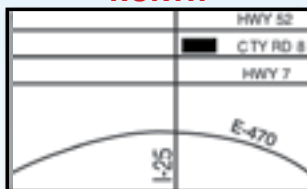
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**To provide a membership
organization that offers learning
and networking opportunities
and advocates on behalf
of its members.**



Executive Director's Message



BRIDGET SEBERN
Executive Director
CAI-RMC

Where has the time gone? It's gone wherever you've made it go. Simple. Have you had a good year? Good for you! Have you felt like time slipped away and you didn't even realize it was happening? Great news—2017 is a new year to be awake, to pay attention, and to be actively involved in your life!


What's the best way to be involved? By giving. Give more of yourself and you'll get more back. I know what you're thinking—there are plenty of excuses out there.

As Mahatma Ghandi said, "The best way to find yourself is to lose yourself in the service of others". These aren't empty words.

If you're looking for ways to build community, to serve others, to give of yourself, CAI-RMC is a great place to start. We're going to be getting out in the community in 2017 and we'd love for our members to join us. You can start now, today, and take a small step by joining a committee. Think about what we do as a chapter. We build communities! We uplift, we empower, we educate. Be a part of what we do, not just as a member, but as an active contributor.

If you insist that you're just not ready to get involved, be prepared for another year of the same. I urge you, even if it's not through

CAI, to be of service to others. There are so many other great organizations out there, local ones that you can actively participate in, that need people who will help them fulfill their important missions.

In the meantime, the Board of Directors of CAI-RMC will be putting together some exciting opportunities to serve in 2017. Thank you for your membership with CAI-RMC. I look forward to seeing you and getting to know you in 2017. 

"If you're looking for ways to build community, to serve others, to give of yourself, CAI-RMC is a great place to start. We're going to be getting out in the community in 2017 and we'd love for our members to join us."



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by Brandon J. Helm, CMCA, AMS, PCAM
Colorado Legislative Action Committee Chair

With Community Association Manager licensing legislation becoming effective July 1, 2015, this summer marked the 1 year anniversary of this historic program. Five licensed Community Association Managers (CAMs), all of whom hold the PCAM designation and who serve on the Colorado Legislative Action Committee, recently sat down with representatives from the Division of Real Estate and the Department of Regulatory Agencies to discuss the successes and challenges of this program.

Here's What We Learned:

Marcia Waters, Director of the Division of Real Estate indicated this was the “quietest” (fewest number of issues; least time consuming) of all the licensing programs her Division oversees.

As of August 31, there were 1,268 licensed CAMS in the State. When drafting their budgets, the Division projected there would be 1,200 licensed CAMs.

During the past 12 months, approximately 6 cease and desist notices were sent.

During the past 12 months, approximately 600 complaints were formally submitted against licensed CAMs. Currently there are approximately 90 open complaints being investigated.

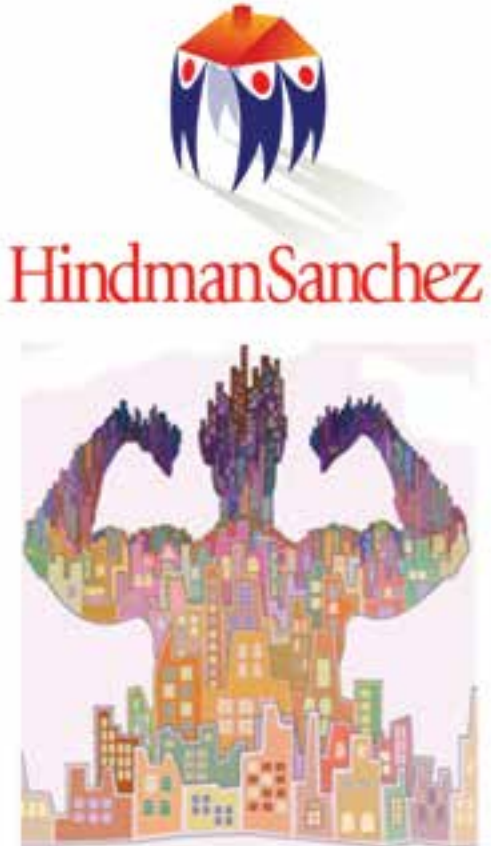
One area the group spent a considerable amount of time discussing was the processing involving how a complaint against a licensed CAM is handled. The group communicated to the Division representatives that this seems to be the single most talked about issue and perhaps one which may warrant some improvements.

These areas include:

- **Verification Of Claim**—CAMs feel that claims which are frivolous in nature or have no merit upon initial investigation are still being perused against the Licensee. This results in unnecessary time spent defending the claim to the Division by the Licensee.
- **Increased Detail Included In the Notice To Licensee**—Because the details included in the notice are often times vague, the Licensee doesn't have sufficient information surrounding the details and documents they should provide to defend themselves against the complaint. As a result, the group requested the Division to consider including the specific rule or section of rule which is allegedly being violated.
- **Time To Respond**—The group addressed the rather limited time (10 calendar days) the Licensee has to respond to the notice of the complaint. The Division recognized that this was not reasonable nor was it consistent with their other license programs.
- **Communication**—The group provided feedback to the Division regarding the opportunity for improved communication with the licensee both during and upon conclusion of the investigation.

Not only was the Division leadership receptive to the feedback regarding the complaint process, but they committed to making improvements to the process based on this information. The intentional efforts of CLAC to form and maintain a healthy relationship with the Division is largely what allowed a meeting of such candor to take place. Regardless of perceptions or rumors, the Division truly does have a desire for CAMs to thrive through being a licensed professional in the State of Colorado.

The CAM licensing program is scheduled for a sunset review during 2017. The Division committed to engaging the Legislative Action Committee to be actively involved in that review process. ⬆



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The Value of **Holiday** Lig In Your

by Swingle,
the Holiday Décor Experts



hting Community

America's fascination with outdoor holiday lighting first began in the 1950's after World War II.

Joseph H. Ward, the vice president of Noma Electric Company said, "This is the first year since the war that there is enough electrical power and merchandise to really go all out...I think we'll have brilliantly decorated towns for at least several Christmases."

Fast-forward to the year 2016, and outdoor holiday lighting has become a phenomenon with communities across the nation.

But for many residential communities throughout the front range, understanding and preparing a holiday lighting plan can be daunting. Swingle Lawn, Tree and Landscape care, the holiday lighting experts for over a decade, is here to demystify the subject.

The Value of Holiday Lighting To Your Community

From a humanitarian perspective, holiday lighting inspires emotion and can be infectious – spreading feelings of cheer and hope to everyone who sees them. A well-done holiday display is an expression of our appreciation for humanity, resulting in the truest sense of community.

Additionally, holiday lighting shows that your community cares about its appearance, has an active and thoughtful board and implies a well-maintained property throughout. Combined, these attributes will increase the appeal of your community to would-be homebuyers, while raising the property values of your current residents.

Not All Holiday Lights Are Created Equal

I'm sure we've all seen it—strands of mini Christmas lights haphazardly strewn across trees, causing a truly dizzying effect. There's an art in designing a successful holiday lighting display, and it starts with using the right products.

It's critical to be familiar with the logistics and differences between what you buy at the local big-box store and what is called commercial grade. Here are a few things to consider:

- Many assume longer strands of lights will save time and money in the long run. But the longer the strand, the more prone they are to failure (solder points, bulb issues, wire tangles).
- Commercial grade light strands are typically from 50 to 100 bulbs for optimum efficiency and functionality and feature 20-gauge wire and sealed bulbs to protect from the elements.
- LED light strands are up to 90 percent more efficient and last up to 10 times longer than traditional incandescent strands (energysavers.gov).
- LED lights reduce the risk of fire and personal injury – extremely important to the liability of your community. LED's have no moving parts, filaments or glass and give off considerably less heat than incandescent. Because of the reduced energy usage, they are also safer to connect end to end without overloading sockets, for ease of installation.
- Commercial grade lights typically have greater spacing between bulbs. While often an overlooked detail, this prevents the dizzying effect of mini lights and creates a more natural, more artful design on structures and trees. On trees, many say the lights with greater spacing appear like "stars in the sky".



- It is important to always remember to utilize outdoor equipment when installing lights on buildings and in trees (UL listed extension cords, light strands, etc.).

Why Buying Your Holiday Lights May Not Be a Good Idea

Technology is continually evolving from one year to the next. Holiday lighting has become a big business in the market, and therefore new products with increased functionality and design are always available.

Purchasing your lights out-right will limit your ability to incorporate the most up-to-date products on your holiday lighting display. Moreover, Mother Nature's fury can be brutal on holiday lights exposed to the elements. Older products are not nearly as durable and can be more of a hassle than they're worth. Leasing your lights allows you to have the newest products year after year.

Is It Really Necessary to Have a Professional "Design" Your Lights?

While just about anyone can "hang" Christmas lights, that doesn't mean you'll be satisfied with the results. The overall design of any home or hardscape speaks to the possible artistry a professional will create. From dramatic columns, to exciting architectural elements, to expansive windows—all combine to create a blank canvas, thus enhancing your properties best features.

Tree lighting is perhaps one of the most dramatic elements—pulling inspiration from the wonderful creations of Mother Nature. A professional designer will have ideas far beyond your expectations.



What Questions to Ask Any Potential Holiday Lighting Vendor

Here are some important questions to ask when you're thinking about using a professional for your holiday lighting display.

- Are they fully insured? Are they OSHA compliant and certified? (If a vendor is somewhat evasive in answering that question, choose to do business with someone else.)
- Do they utilize clips and hardware that won't harm the exterior of buildings, gutters and windows?
- Do they have any official design training? Will they create a custom lighting plan for your individual location?
- Do they have a firm understanding of electrical instruction, ladder and roof safety and continuing education on new products in the market?
- How flexible are they on bulb color choices? Are all bulbs LED's?
- What do they do with the extra lights hanging off the end of your gutter?
- How can communities with lower budgets take advantage of professional holiday lighting services?
- Holiday lighting can be challenging for modest communities operating on a limited budget. While not every community can afford to decorate their property like Denver Botanic Gardens, a great holiday lighting design can still be achieved.

Many communities will choose to focus their design around the monument sign—the area homeowners will predominantly notice. Trees and illuminated garlands create a tasteful display the entire community will be proud of, at a cost much less than one might expect.

The benefits of holiday lighting in your community are endless. Save yourself time and money and have the professionals create a custom design to bring the magic of the holidays to your location. ⬆

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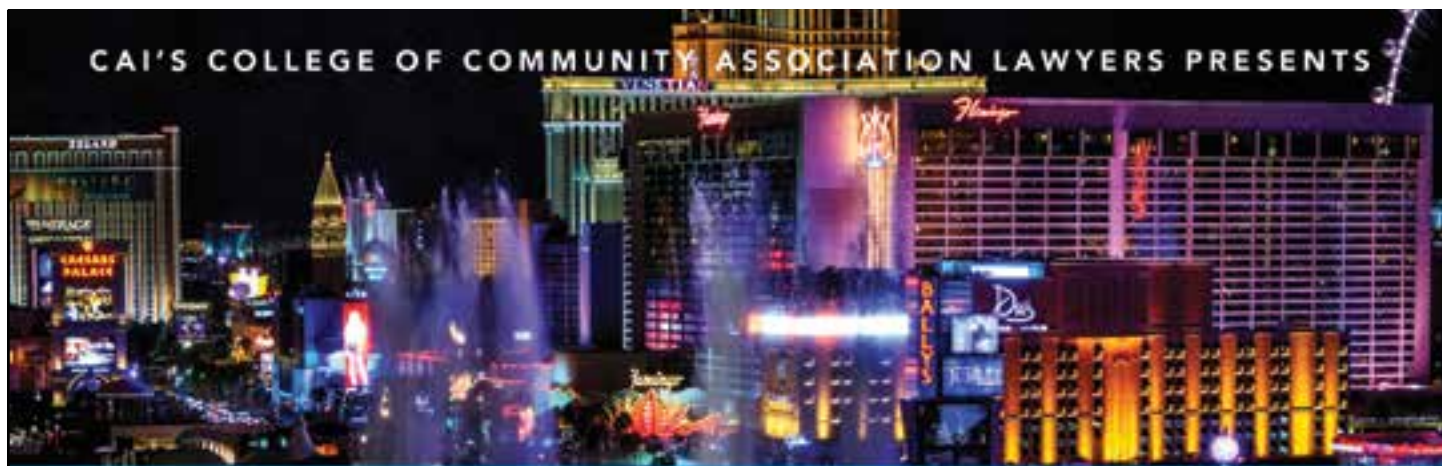
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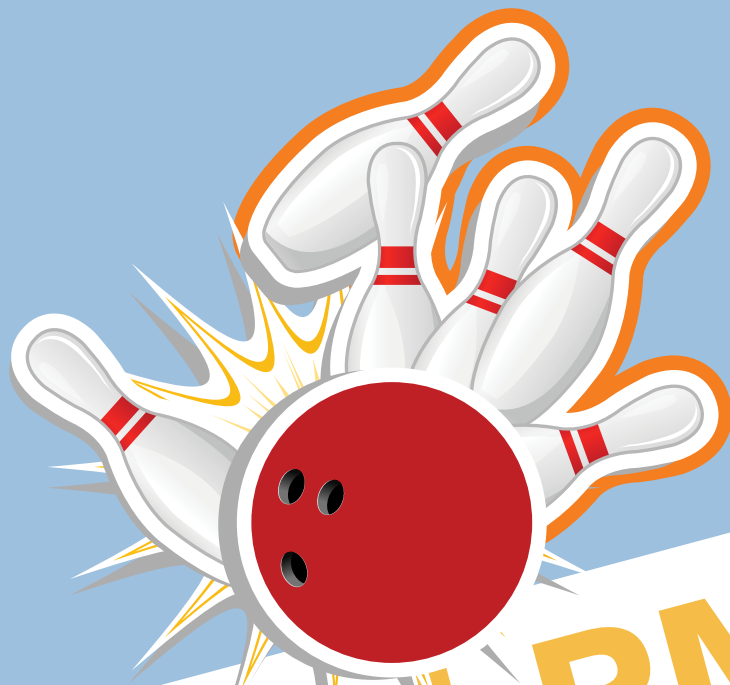
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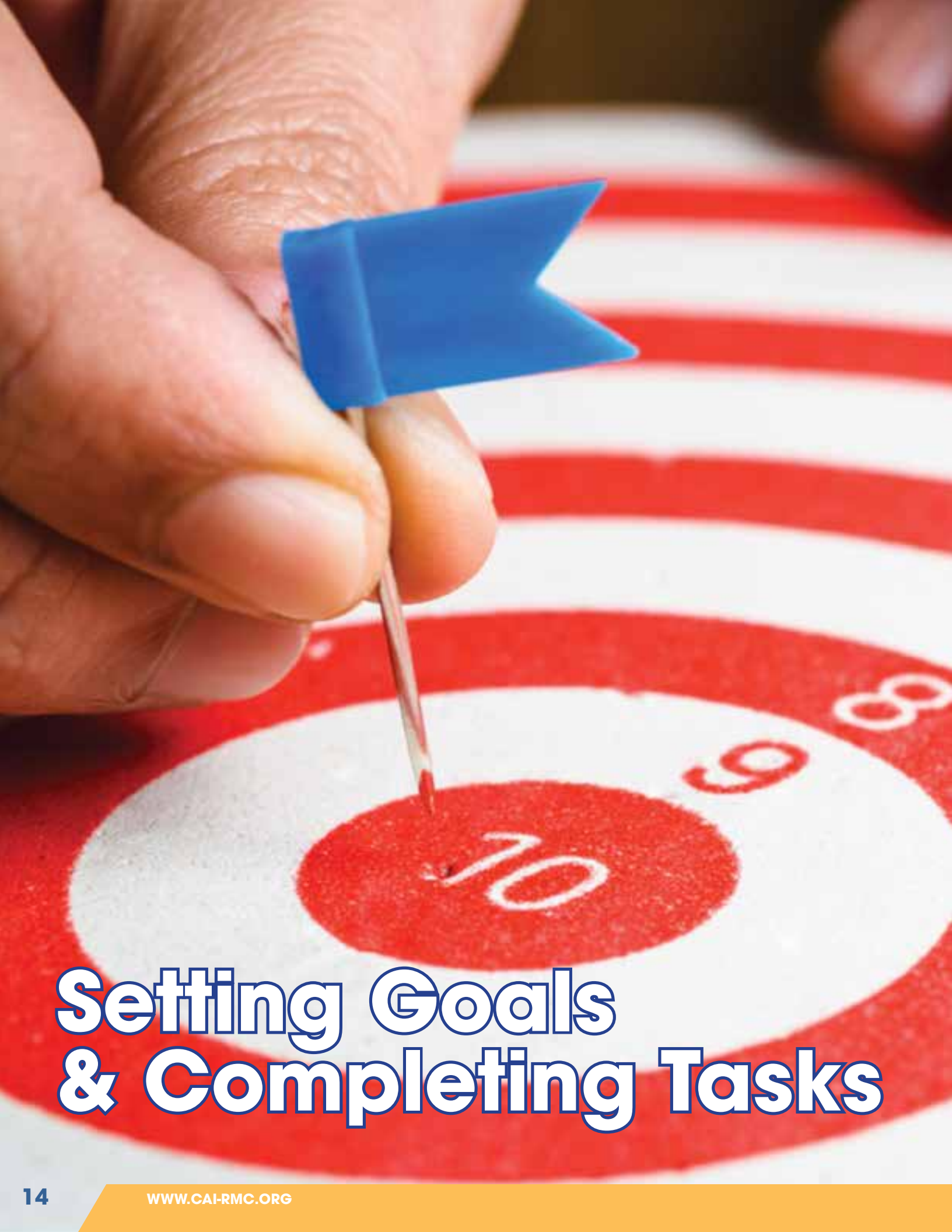
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Setting Goals & Completing Tasks



Bryan Farley, RS
President,
Association
Reserves

While this is a widely discussed topic that you may feel proficient in, it is beneficial to periodically assess your productivity in the workplace. Below you will find tips on setting goals and organizing and completing tasks.

Tips for Setting Goals

1. Take time to stop and reflect.

- Think about what you want to accomplish, as well as what you need to accomplish. Have you been leaving anything out by sticking to the bare minimum or getting lost in the “daily grind”?

2. Be realistic.

- What are your existing skills and talents? How do those align with your job description?
- Think about how much time you have. Do you need to break up each goal into smaller steps?
- Make a list of who can help you or guide you.

3. Set a strategy that will help you grow.

- While on the one hand you need to be realistic in order to avoid setting goals that will never be reached, on the other hand it may be healthy to have goals that stretch you a bit and inspire you.

4. Write down your goals and choose your strategy.

- Choose what format works for you and your profession or lifestyle; for example, daily, weekly or monthly goals. You may also prefer setting quantitative goals, such as, “finish

X number of reports by X date,” or “bring in X amount of sales per month”.

Tips for Organizing and Completing Tasks

1. Make lists.

- Write a to-do list at the beginning of the week (organize it by day, by category, or by urgency).
- Write a list for the next day before leaving work each evening.
- Each morning, choose your plan of action; for example, would you rather tackle the most urgent task first or the hardest task first?

2. Use a calendar.

- Depending on your preference, use an electronic calendar (such as Google calendar) or a date planner to mark reminders as well as deadlines. You may also benefit from scheduling certain days to work on certain tasks (e.g. Tuesdays are phone call days, Wednesdays are marketing days).
- If you like a constant visual reminder, hang a paper calendar near your desk.

3. Utilize productivity apps.

- There are plenty of great apps that can help you make note of your progress, especially if you are on the go, balancing multiple roles or projects, or working with a team. A few popular apps in this category are Google keep, Evernote, and Asana.

Every job description is different, and every personality is unique, but a bit of goal-setting and organizing in the style that suits you best can help you be efficient each day and excel at what you do. ⬆



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Community Association M

From the Division of Real Estate, Department of Regulatory Agencies (DORA)

The Community Association Manager (CAM) program has been in operation since July 1, 2015. The Division of Real Estate (Division) has a website dedicated to this program which contains all the information necessary for obtaining and managing a CAM license; educational requirements, including continuing education and education provider information; relevant statutes and CAM rules and regulations. The website link is: <https://www.colorado.gov/pacific/dora/community-association-manager-program>

The CAM program is a "Director Model", and as such, the Director of the Division has final determination on all CAM issues, including rules, discipline, licensing and operation of the program.

The program is currently staffed with 3.0 FTE's including: one (1) Compliance Investigator II who is responsible for supervising; one (1) Compliance Investigator I; and one (1) Financial Examiner II.

Community Association Manager Licensing is handled by the pool of licensing specialists at the Division. The Division's new E-license program allows Managers to apply for both individual and entity licenses online. The current fee for an individual license at all levels is \$205.00 and renewal is \$198.00. The one-time entity license fee is \$305.00.

In addition to the high volume of licensing calls the Division receives regarding CAM licensing, the CAM program receives an average of over 300 phone calls and e-mail inquiries per month.

As for the number of actively licensed CAMs with the Division, there are approximately:

- **659 - Community Association Managers;**
- **443 - Designated Managers;**
- **441 - Entity licensees;**
- **167 - Individual Proprietor Community Association Managers; and**
- **103 - Apprentice licensees.**

With regard to the complaint process, the Division is required by law to investigate complaints received by the Division for possible license law or regulation violations. A copy of the complaint will be sent to the licensee for an opportunity to respond to the allegations. After the investigative staff has reviewed the written responses, any supporting documentation, interviewed the complainant, respondent and any witnesses, a determination is made of any violations to license law or regulations. If no violations are substantiated in the investigation, the complaint is dismissed. If the evidence supports a possible violation, the Director will recommend appropriate discipline to be taken against the licensee.

The major categories of complaint types are:

- **Unlicensed activity;**
- **Manager or entity incompetence;**
- **Financial misappropriation or fraud; and**
- **Unfilled request for documents or charging a fee to fill document requests.**

The majority of the dismissals to date are for complaints that the Division does not have any jurisdiction under state statute. These main four areas include: (1) maintenance issues; (2) customer service issues; (3) neighbor-related disputes; and (4) issues concerning transfer fees.

To date there have been six (6) Cease and Desist orders issued by the Director to unlicensed individuals and entities. These managers and entities were ultimately proven to be managing without obtaining the proper licenses.

Public actions taken against CAM licensees can be found on the Division's website.

As previously stated, the vast majority of such cases were dismissed for jurisdictional reasons. Again, the issues that were the subject of such complaints ranged from customer service issues,

DP-1 Director Position on record retention requirements (adopted 1/13/16)

There have been some questions concerning the common interest community's ("CIC") documents that are to be retained by the CAM or CAM company following the termination of the management agreement. Director rule F-1(2) states in part, "...a CAM or CAM company must keep and retain a copy of the common interest community's documents and association records maintained and produced during the management of the common interest community for a minimum period of 3 years following the termination of the management agreement."

The intent of this rule is for the CAM or CAM company to keep and retain copies of the CIC's documents that the CAM or CAM company has produced or been involved with during their tenure of representation of the CIC. That would not include documents of the CIC that the CAM or CAM company was not involved with prior to their representation of the CIC, or any publically recorded documents.

To assess a cost for this document retention by the CAM or CAM company, specific contract language between the CIC and the CAM or CAM company would need to detail the cost or expense of this document retention and would have to be agreed to in writing by the CIC.

anager Program Update

snow removal concerns, landscaping complaints and other related issues the Division does not have jurisdiction to adjudicate.

The CAM program does have a number of rules and regulations that the licensees must adhere to, which can be downloaded from the Division's website. In summary, those rules are as follows:

- **A Rules: License Qualifications, Applications and Examinations.**
- **B Rules: Continuing Education**
- **C Rules: Licensing and Office.**
- **D Rules: Renewal, Transfer, Inactive License, Reinstatement and Insurance.**
- **E Rules: Separate Accounts, Records, and Accounting.**
- **F Rules: Professional Standards and Investigations.**
- **G Rules: Declaratory Orders.**
- **H Rules: Exceptions and Director Review of Initial Decisions.**

Also, the Division has published two (2) Director Position Statements as direction for CAMs:

- **DP-1: Director Position on record retention requirements (adopted 1/13/16)**
- **DP-2: Director Position on supervising a person holding an apprentice license (adopted 9/28/16)**

For a full reading of these position statements and how they impact your CAM license, please review them on the Division's website.

Now that the CAM program is in its 2nd year, it is time for licensees to start earning their eight (8) annual continuing educational credits. Approved CE classes and class providers are listed on the Division website, and at present there are approximately 105 CAM approved classes.

If you have any questions regarding the Community Association Manager program, please contact the Division at 303-894-2166. [!\[\]\(17413706fd4997a1a4bdf85c6864eee1_img.jpg\)](#)

DP-2 Director Position on supervising a person holding an apprentice license (adopted 9/28/16)

The Division of Real Estate has received inquiries regarding the Director's position on the phrase "under the control and direct supervision" of a licensed community association manager. The Director issues this position statement to clarify the supervision requirements of a licensed manager who has direct supervision over an apprentice. The Colorado Community Association Manager Practice Act contains a provision which allows a person who has not completed the requisite education and examination(s) to hold an apprentice license for a period of one (1) year. Apprentice is a defined term pursuant to section 12-61-1001(1), C.R.S., which states:

"Apprentice" means a person who:

- (a) Has not completed the education and examination requirements for obtaining a community association manager license;
- (b) Is under the control and direct supervision of a licensed community association manager; and
- (c) Is licensed with the director for purposes of learning and performing any practices that require a community association manager license.

Section 12-61-1001(5)(b)(VIII), C.R.S., does not recognize an apprentice working under the direct supervision of a licensed manager to be recognized as a community association

manager. Moreover, section 12-61-1003(10), C.R.S., prohibits an apprentice from performing "an act that otherwise requires a community association manager license except when under the direct supervision of a licensed community association manager."

For the purposes of this position statement, the job duties of a community association manager can be grouped into two categories: (1) activities requiring a license as enumerated in section 12-61-1001(4), C.R.S., and (2) all other activities of a community association manager. The Director's position is that an apprentice performing any activities requiring a license must have the designated manager or a licensed manager who has been delegated supervisory authority (see Rule F-8) physically present at all times when performing those management activities. The licensed manager must oversee licensed activities as they occur and provide constant direction, feedback and assistance to the apprentice. For any activities an apprentice performs not requiring a license, such as the performance of any clerical or ministerial task, the licensed manager is not required to be physically present. Any licensed manager who accepts supervisory authority over an apprentice will bear the responsibility for ensuring compliance by the supervised apprentice with all statutes and Director rules.

2017 PMDP National Course Schedule

| Date | Location | Class | Date | Location | Class | Date | Location | Class |
|----------------------|----------------------|-------|-------------------------|-----------------------|-------|---|----------------------|-------|
| JANUARY 2017 | | | MAY 2017 (cont.) | | | AUGUST 2017 (cont.) | | |
| 25-27 | Falls Church, VA | M-100 | 1-2 | Las Vegas, NV | M-203 | 24-25 | San Diego, CA | M-206 |
| 25-28 | Denver, CO | M-100 | 1-2 | Las Vegas, NV | M-204 | 24-26 | Sandy, UT | M-100 |
| 26-28 | Santa Ana, CA | M-100 | 1-2 | Las Vegas, NV | M-205 | 24-25 | Boston, MA | CASE |
| 26-27 | Chicago, IL | M-203 | 1-2 | Las Vegas, NV | M-206 | 24-25 | Sarasota, FL | M-350 |
| 26-27 | Houston, TX | M-202 | 2-2 | Las Vegas, NV | M-400 | SEPTEMBER 2017 | | |
| 26-27 | Richmond, VA | M-202 | 1-2 | Las Vegas, NV | CASE | 7-9 | Chicago, IL | M-100 |
| 26-27 | Seattle/Bellevue, WA | M-205 | 18-19 | Santa Ana, CA | M-205 | 7-8 | Santa Ana, CA | M-202 |
| 26-27 | Bloomington, MN | M-204 | 18-19 | Portland, ME | M-206 | 7-8 | Pikesville, MD | M-201 |
| FEBRUARY 2017 | | | 18-19 | Falls Church, VA | M-202 | 7-8 | Falls Church, VA | M-310 |
| 9-10 | Denver, CO | M-201 | 18-19 | Schaumburg, IL | M-201 | 7-9 | Sarasota, FL | M-100 |
| 9-10 | Los Angeles, CA | M-201 | 18-20 | Indianapolis, IN | M-100 | 7-8 | Honolulu, HI | M-206 |
| 9-11 | Atlanta, GA | M-100 | 18-19 | Monroe, NJ | M-205 | 7-8 | Greensboro, NC | M-204 |
| 9-10 | St. Louis, MO | M-202 | 18-19 | Seattle, WA | M-201 | OCTOBER 2017 | | |
| 9-11 | Charleston, SC | M-100 | 18-19 | Colorado Springs, CO | M-204 | 19-20 | Birmingham, AL | M-206 |
| 9-10 | Charlotte, NC | M-205 | JUNE 2017 | | | 19-20 | Broomfield, CO | M-204 |
| 23-24 | Phoenix, AZ | M-206 | 8-9 | Phoenix, AZ | M-370 | 19-20 | Natick, MA | M-202 |
| 23-24 | Riverside, CA | M-202 | 8-9 | Santa Ana, CA | M-206 | 18-20 | Falls Church, VA | M-100 |
| 23-25 | Orlando, FL | M-100 | 8-9 | Falls Church, VA | M-203 | 19-20 | Charleston, SC | M-203 |
| 23-24 | Portland, OR | M-204 | 8-9 | Valley Forge, PA | M-204 | 19-20 | San Diego, CA | M-202 |
| 23-25 | Houston, TX | M-100 | 8-9 | Boca Raton, FL | M-201 | 19-21 | Bloomington, MN | M-100 |
| 23-24 | Richmond, VA | M-205 | 8-10 | Cincinnati, OH | M-100 | 26-27 | Sandston, FL | M-204 |
| 23-24 | Honolulu, HI | CASE | 8-9 | Charlotte, NC | M-202 | 26-27 | Chicago, IL | M-205 |
| MARCH 2017 | | | 22-23 | San Diego, CA | M-203 | 26-28 | St. Louis, MO | M-100 |
| 9-10 | Fort Lauderdale, FL | M-202 | 22-23 | Orlando, FL | M-206 | 26-28 | Monroe, NJ | M-100 |
| 9-10 | Lisle, IL | M-350 | 22-23 | Schaumburg, IL | M-206 | 26-27 | Virginia Beach, VA | M-201 |
| 9-11 | Seattle/Bellevue, WA | M-100 | 22-24 | Livonia, MI | M-100 | 26-28 | Seattle, WA | M-100 |
| 9-10 | Sandy, UT | M-204 | 22-23 | Beaver Creek, CO | M-201 | 26-27 | DC Metro, DC | CASE |
| 9-11 | Oxnard, CA | M-100 | 22-23 | Atlanta, GA | M-205 | 26-27 | Colorado Springs, CO | M-350 |
| 16-17 | Colorado Springs, CO | M-202 | 22-23 | Palm Springs, CA | M-202 | NOVEMBER 2017 | | |
| 16-18 | Pikesville, MD | M-100 | JULY 2017 | | | 2-3 | Norwich, CT | M-205 |
| 16-17 | Falls Church, VA | M-201 | 13-15 | Riverside, CA | M-100 | 2-3 | Falls Church, VA | M-206 |
| 16-17 | Atlanta, GA | CASE | 13-14 | Sturbridge, MA | M-310 | 2-3 | Austin, TX | M-320 |
| 16-18 | Raleigh/Durham, NC | M-100 | 13-14 | Pikesville, MD | M-206 | 2-3 | Atlanta, GA | M-202 |
| 23-25 | Phoenix, AZ | M-100 | 12-14 | Falls Church, VA | M-100 | 2-3 | Pikesville, MD | M-202 |
| 23-24 | Santa Ana, CA | M-203 | 13-15 | Arlington Heights, IL | M-100 | 2-4 | Palm Desert, CA | M-100 |
| 23-24 | Seattle/Bellevue, WA | M-330 | 13-14 | Charleston, SC | M-205 | 2-4 | Lisle, IL | M-100 |
| 23-25 | Virginia Beach, VA | M-100 | 20-21 | Los Angeles, CA | M-360 | 16-17 | Santa Ana, CA | M-204 |
| 23-24 | Buffalo/Amherst, NY | M-202 | 20-22 | New Haven, CT | M-100 | 16-17 | Racine, WI | M-202 |
| 23-25 | West Windsor, NJ | M-100 | 20-21 | Clearwater, FL | M-360 | 16-17 | Boca Raton, FL | M-203 |
| 30-31 | Sacramento, CA | M-202 | 20-21 | Dallas, TX | M-201 | 16-18 | Dallas, TX | M-100 |
| 30-31 | Springfield, PA | M-201 | 27-28 | Natick, MA | M-204 | 16-18 | Phoenix, AZ | M-100 |
| 30-31 | Myrtle Beach, SC | M-330 | 27-28 | Houston, TX | CASE | 30-12/1 | Santa Ana, CA | CASE |
| 30-4/1 | Natick, MA | M-100 | 27-28 | Pleasanton, CA | M-205 | 30-12/1 | Seattle, WA | M-203 |
| APRIL 2017 | | | 27-28 | Monroe, NJ | M-340 | 30-12/2 | Pleasanton, CA | M-100 |
| 5-7 | Falls Church, VA | M-100 | 27-28 | Wilmington, NC | M-201 | DECEMBER 2017 | | |
| 5-8 | Beaver Creek, CO | M-100 | AUGUST 2017 | | | 7-8 | Falls Church, VA | M-205 |
| 6-7 | Danbury, CT | M-201 | 10-11 | Clearwater, FL | M-205 | 7-8 | Houston, TX | M-201 |
| 6-7 | Pikesville, MD | M-204 | 10-12 | Nashville, TN | M-100 |  | | |
| 6-7 | Kansas City, MO | M-205 | 10-11 | Dallas, TX | M-204 | | | |
| 6-7 | Portland, OR | M-206 | 10-11 | Virginia Beach, VA | M-203 | | | |
| 6-7 | Dallas, TX | M-203 | 10-11 | Santa Ana, CA | M-201 | | | |
| 6-8 | Chicago, IL | M-100 | 17-19 | Los Angeles, CA | M-100 | | | |
| MAY 2017 | | | 17-19 | Pikesville, MD | M-100 | | | |
| 1-3 | Las Vegas, NV | M-100 | 17-18 | Falls Church, VA | M-204 | | | |
| 1-2 | Las Vegas, NV | M-201 | 17-18 | Fort Myers, FL | M-206 | | | |
| 1-2 | Las Vegas, NV | M-202 | 17-18 | Lisle, IL | M-202 | | | |
| | | | 23-26 | Broomfield, CO | M-100 | | | |

DORA Days in 2017

The Chapter held the first ever “DORA Days” event on October 7 at the Golden Hotel, providing both hours of continuing education credit and a great opportunity to socialize for over seventy community association managers.

For only \$30.00, managers earned up to five credits toward their continuing education requirements and participated in classes taught by local professionals. The classes included Fair Housing 201, taught by David Graf of Moeller Graf; Ethical Quagmires under the CAM Licensing Rules, taught by Elina Gilbert of Hindman Sanchez; Civil Construction Issues for Community Managers, taught by Chris Boortz of ASR; and Covenant Enforcement Lawsuits, taught by Lauren Holmes of Orten Cavanaugh & Holmes.

The day began with breakfast and Elina’s Ethical Quagmires under the CAM Licensing Rules class. Elina Gilbert gave managers a lot to think about as they learn to operate under the new rules governing community association managers. After a break,

managers learned more about their role in construction projects, with a presentation by Chris Boortz. After lunch David Graf presented great information and a few laughs on Fair Housing 201. The classes ended with a lively “Jeopardy” session on covenant enforcement lawsuits by Lauren Holmes. Once the classes were over, managers and business partners enjoyed socializing at happy hour.

In response to the huge success and manager input, the Chapter will host four more DORA Days in 2017, in January, March, May, and September. These classes will be held throughout the metro and northern front range areas, to allow managers from many localities to attend and participate with ease. If you are interested in submitting a DORA-approved class for the opportunity to teach at DORA Days, and will not teach the class outside of DORA Days, please contact Bridget Sebern with the CAI-RMC at bridget@caddo-leadership.com or 303-585-0367. 📍

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Ms. Meredith Halstead—Cherokee 1 HOA

Mrs. Jacquelyn Houston—Cherokee 1 HOA

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Ms. Erin Huseby—Colorado Association Services—
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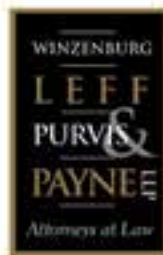
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MEMBER DISCUSSION BOARD ANY TOPIC, ANY TIME

A members-only benefit, the CAI Member Discussion Board provides a medium members can use to get advice, offer advice, share information and discuss issues facing communities.

Visit this resource at www.caionline.org/messageboard for ideas, guidance and perspectives from fellow members. Topics are limited only by your need for information, perspective and feedback. Discussions can range from community manager evaluation and wastewater management to assessment collection policies and board member conduct.

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CAI-RMC EVENT CALENDAR

JANUARY

| | |
|------------------|--|
| 25 Wed | M-100 Denver |
| 27 Fri | DORA Day & Happy Hour Denver Tech Center |

FEBRUARY

| | |
|------------------|--|
| 9 Thu | M-201 Denver |
| 24 Fri | Annual Bowling Tournament Centennial |
| 28 Tue | Lunch & Learn Greenwood Village |

MARCH

| | |
|------------------|---|
| 10 Fri | DORA Day & Happy Hour Fort Collins |
| 10 Fri | New or Used Member Orientation Fort Collins |
| 18 Sat | Board Leadership Development Program Denver |

APRIL

| | |
|-----------------|------------------------------|
| 5 Wed | M-100 Beaver Creek |
|-----------------|------------------------------|

For the latest information on all our programs, visit www.cai-rmc.org!

Don't forget to register for events—it helps us place food orders and make sure that we have adequate space.