

Minutes
Board Meeting
September 27, 2017

Call to Order: Mike Hosein called the meeting to order at 6:31pm

Attendance: The quorum was established as Ramesh Bakhru, Mike Hosein, JR Goodman, Ron Schade and Brendan Sullivan were present. Yvette Baldonado represented Community Management Specialists, Inc.

Previous Meeting Minutes: Brendan made a motion to approve the meeting minutes from 8/23/17 with correction of adjournment vote to 4-0, seconded by Mike and approved 5-0.

Manager's Report: As of 8/31/17, the Association has \$336,818.01 in cash of which \$242,099.93 is comprised of reserve funds. The month of August yielded \$8,129.53 in income, \$5,632.23 in expenses for a net of \$2,497.30. January through August has yielded \$66,720.45 in income, \$83,567.53 in expenses for a net of (\$16,847.08). Accounts Receivable as of 8/31/17 was \$5,316.90. The Board reviewed the collection report.

Business Items:

- Board discussed General Policies & Procedures. Karen Wonsetler reviewed the document to assure that it didn't conflict with the governing docs and sent some suggestions which Brendan made. Mike made a motion to adopt the General Policies & Procedures, seconded by Ramesh and approved 5-0. Management will mail out to all homeowners and send pdf to Kevin Caporaso to place on the website.
- Board discussed the Proposed 2018 Budget. Based on the recent Reserve Study \$10,000 needs to be added to the reserves annually. It's proposed to increase quarterly dues \$5 to \$186 per quarter. Board asked management when last increase occurred. Management will look at previous management records as there hasn't been an increase since CMS was hired. Management will make changes to the 2018 Proposed Budget for next meeting.
- Board discussed sidewalk repairs – Management has been unable to procure bids as the concrete companies are stating that this is too small of a job for them to come and evaluate. JR Goodman gave management the number of vendor to contact.
- Board discussed the community garage sale. Jr made a motion to approve 10/20/17 & 10/21/17 for community garage sale, seconded by Mike and approved 5-0.
- Board requested copy of minutes from 1/11/17 where it was voted to utilize Wonsetler & Webner. Management will take care of.
- Board discussed 2 pending legal issues
 - Lot 23 – Management stated that a copy of the survey isn't included in the paperwork that they receive when a property is sold. It was decided that a Board member will knock on the door and ask the new homeowner if the fence is theirs and on their property.
 - Lot 126 – Homeowner submitted copies of emails that he submitted original ARC request for fence on 9/2/15 to prior management. ARC committee received the ARC application on 10/2/15.

It was brought up to have Wonsetler & Webner review the files for this case. Management will email Karen Wonsetler asking if it's legal and ethical to do that. Brendan asked JR several times for the good of the community to step down from the board and JR refused each time.

CCR:

- Lot 61 – Send to attorney.
- Lot 72 – ARB application was received this afternoon.
- Lot 111 – Board requested to close violation # 4 & 5.
- Lot 29 – Board requested to close violation.
- Lot 30 – Violation should be closed as ARB application has been approved.
- Lot 46 – Board requested to send another final notice as there hasn't been any communication since February.
- Brendan made a motion to approve the above CCR notes, seconded by JR, and approved 5-0.
- Board requested a roster of ARB members and their attendance. Ron stated that at the last ARB meeting it was discussed that if you miss 3 consecutive meetings it will be brought to the attention of Management to inform the board for removal.

Adjournment: With no other business to discuss Mike made a motion to adjourn the meeting at 9:17PM, seconded by Ron and approved 5-0.