

**MARINA PARK
BOARD MEETING
SEPTEMBER 12, 2015**

MINUTES

1. **Call to Order.** The meeting was called to order at 3:10 p.m.
2. **Affirmation of Attendance and Quorum.**
 - A. Board members in attendance were Rich Rutledge, Bruce Mitchell, and Andy Holley. A quorum was established.
 - B. Representing Mountain Managers were Phil Wells and Judy Freese and Meghan Bahnsen and Aly Anderson with Hammersmith Management – new owners of Mountain Managers.
3. **Owner Forum.** No other owners were in attendance.
4. **Approval of Minutes from the 6/20/15 Board Meeting.** A motion was made, seconded, and passed to approve the minutes as written.
5. **Repair and Maintenance Report.** The report covered the period of 06/15 through 07/15. Completed items included repair of leaking sprinkler lines in units A4 and B11, annual roof inspection and repairs, and cleaning of exterior windows. Mountain Managers was asked to prepare a history of sprinkler leaks going back 7-8 years. Invoices will be checked to determine the cause of the leaks and what was done to correct the problem. Whether or not pressure relief valves are installed will be checked. If C & D have the valves and A & B do not, this could be the issue. Heat tape needs to be checked over 19 and 20 (and more) to make sure it's functioning properly. It was new last year and failed half way through the winter. This could be an installer issue (Karbowski) or an electrical problem (Bluebird Electric).
6. **Financials.**

July financials were reviewed. Income was over the budgeted amount by \$6,302 including dues, collection of reserves on unit sale, and interest. It was noted that legislation may be pending regarding the legality of collecting reserves when a unit is purchased. There has been no notice given as far as discontinuing this practice but it may be coming. The HOA was \$4,621 under budget on expenses and showed a positive net of \$10,924 thorough July. Pool expenses were substantially under budget. This may be due in part to buying chemicals in bulk and not needed to purchase additional chemicals recently. It was also noted that when the chemicals were switched from Bromine to Chlorine, much less is being used. The pool is closed during shoulder seasons and this also helps to reduce cost.

The balance in the checking account was \$23,222.03 and the money market account balance was \$79,498.08 at the end of July.

Mountain Managers was asked to check on the fireplace inspection and dryer vent cleaning costs. These were done in May, invoiced by Service Monkey in June, and the cost billed back to owners. No income is reflected on the July financials. The total invoice was approximately \$4,200 and only \$1,849 is shown as outstanding.

7. **Old Business / New Business.**

- A. Concrete repairs. The owner of B6 contends the snowplow drove up on the walkway and cracked the concrete. Mark with SBR does not believe the damage was caused by the plow. The Board believes the snow plow is responsible for at least part of the damage especially around the edges. This area appears to have been damaged by something very heavy and the plow truck was used to clear the sidewalk of snow during an exceptionally heavy snowfall. Mountain Managers will contact SBR and find out what they are willing to do to correct the problem. Using Sikaflex to keep the cracks from getting any worse is an option. It is not anticipated that SBR will do any re-pour of concrete. Mark with SBR is familiar with the area in question. Once it has been determined what SBR will/will not do, the Board will need to decide how to handle repair of the damaged concrete.
 - B. The park area is the HOA's responsibility. The developer put the area in and the Town participated by putting in benches and trash cans. However, it is the HOA's responsibility to maintain that triangle.
 - C. The border area between D & A has failed and needs to be cleaned up. This may be due to renters backing out of A2 and damaging the area – this has happened many times in the past. No real "fix" will be attempted until spring but the landscape crew needs to get the area cleaned up now.
 - D. Service Monkey installed bird covers on dryer vents but all vents (bath and kitchen) need covers as well. These could be covered with mesh and do not need a full cage. Obtain bids for vent covers for all vents and send information to the Board.
 - E. One paint bid has been obtained and 2 more will be solicited. Painting is currently on a 6 year cycle but it may be necessary to change this to every 5 years.
8. **Schedule Next Board Meeting.** The next Board meeting will be the budget preparation meeting and will be held sometime in mid November prior to Thanksgiving. Determine when the budget can be ready and send information to the Board so they can determine a date for the meeting.
9. **Annual Meeting Date:** The annual meeting will be held on 12/19/15 versus the previously date of 12/12/15.
10. **Adjournment.** There being no further business, a motion was made and seconded to adjourn the meeting at 4:30 p.m.

Respectfully submitted:

Judy Freese, Recording Secretary

APPROVED:

Approved via email

9/21/15

Rich Rutledge, President

Date