

**MARINA PARK HOA
BOARD OF DIRECTORS MEETING
December 21, 2016**

I. CALL TO ORDER

The meeting was called to order at 3:04 pm.

Board members in attendance were:

Rich Rutledge
Bob Stanley

Representing Summit Resort Group was Deb Borel and Kevin Lovett.

II. OWNERS FORUM

Notice of the meeting was posted on the website. No Owners, other than Board members, were present.

III. APPROVE PREVIOUS MEETING MINUTES

A motion was made and seconded to approve the minutes from the September 26, 2016 Board meeting.

IV. FINANCIALS

Deb reported on the following:

A. Year to date financials

- a. As of November 30, 2016, the Association has \$72,176.41 in Operating and \$79,935.32 in Reserves.
- b. As of November 2016 close, the Association is \$23,004.98 under budget in Operating expenses.
- c. The Board discussed major areas of variance.

B. 2017 Proposed Budget

- a. Revenues – no increase to dues
- b. The Board discussed the changes from the 2016 to the 2017 budget.
- c. Rich made a motion to approve the budget as presented. Bob seconded and the motion carried.
- d. SRG will determine what the elevator expense of \$3,123 in September was for.
- e. The goal of the Board is to keep two months of Operating expenses in the Operating account. Any Operating surplus will be transferred into Reserves at the end of the fiscal year.

V. MANAGING AGENTS REPORT

A. Complete Items

- a. Transition from Hammersmith is complete
 - i. Picked up files and keys
 - ii. Met with Hammersmith on site
- b. Sent Annual Meeting Notice to Owners
- c. Irrigation blow out complete

- d. Trimmed bushes back off of sidewalks
- e. Landscape cleaned up in triangle landscape bed at the bottom of the drive into the garage area.
- f. Obtained all Owner contact information
- g. Contracted with BobbyCat for snow plowing
- h. Replaced outside lights with LED lights
- i. Collected all past due balances
- j. Confirmed that Schindler is the elevator service provider – SRG will confirm contract dates
- B. Pending Items
 - a. Heat Exchanger for hot tub on order – Leak investigation will continue when the hot tub closes in April.
 - b. Heat tape replacement and gutter repairs are pending
- C. Report Items
 - a. Sump pump in B building was repaired – sump pump is located in B7.

VI. MOTIONS VIA EMAIL

- A. The following actions via email were approved by unanimous acclimation:
 - a. 10/6/16 – Snow removal contractor to be Bobby Cat
 - b. 10/6/16 – Insurance renewal approved with Farmers

VII. OLD BUSINESS

There was no Old Business discussed

VIII. NEW BUSINESS

- A. Comcast – The Board discussed a new proposal from Comcast. Bob made a motion to upgrade the television service as well as Internet. Rich seconded and the motion carried. SRG will forward the contract to Rich for signatures.
- B. Annual Meeting – The Board reviewed the annual meeting packet. The meeting will be held on Wednesday, December 28, 2016 at 3:00 pm.

IX. NEXT MEETING DATE

The next Board of Directors meeting will be held on Wednesday, December 28, 2016 following the Annual Meeting to elect officers. The Annual HOA meeting will be held on Wednesday, December 28, 2016 at 3:00 pm at the office of Summit Resort Group.

X. ADJOURNMENT

With no further business, at 3:48 pm, the meeting was adjourned with a motion and a second and all in favor.

Approved By: _____ Date: _____
Board Member Signature