

**MARINA PARK HOA  
BOARD OF DIRECTORS MEETING  
September 26, 2016**

**I. CALL TO ORDER**

The meeting was called to order at 4:04 pm.

Board members in attendance were:

Rich Rutledge  
Bob Stanley

Representing Summit Resort Group was Deb Borel and Kevin Lovett. Representing Hammersmith was Richie Mullins.

**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 February 27, 2016 Board meeting.

**IV. OWNER FORUM**

No Owner, other than Board members, were present. Two emails were received from Owners as follows:

- A. Owner of B12 reported stone falling off the back of the B building. This will be reattached, as well as any other loose stones.
- B. It was reported that the pool / hot tub is closed down during the slow season (October 1 through the week of Thanksgiving and again from April 15 until the week of the BBQ Challenge. It was reported that the pool is tricky to close during the cold months.

**V. MANAGING AGENTS REPORT**

- A. Completed Items
  - a. Collected dues and monitored delinquencies
  - b. Responded to all Board member and Owner emails and phone calls
  - c. Closed and open pool on a daily basis
- B. Pending Items
  - a. Management Company handover

**VI. FINANCIALS**

- The Board and Management Reviewed the year to date financials. As of August 31, 2016 close, the Association had \$52,704 in Operating and \$76,073 in Reserves.
- The Board discussed the areas of variance.
- The Accounts Receivable balance for Summit Mountain Rentals of \$681.25 will be written off.

**VII. OLD BUSINESS**

There was no Old Business discussed.

**VIII. NEW BUSINESS**

- A. The bushes will be trimmed back so they do not hang over the sidewalk.
- B. The landscaping triangle at the bottom of the drive into the garage will be maintained more efficiently.
- C. Priorities for SRG once the management handover is complete are to obtain all contact information for new owners and collect past due HOA dues and special assessment.
- D. Transition Plan
  - a. Hammersmith will give any dues checks to SRG if received
  - b. Hammersmith will provide September financials by mid-October
  - c. Hammersmith will provide 2015 tax returns to SRG
  - d. SRG will pick up hard files and keys on Friday, September 30, 2016 at 10:00 am
  - e. Two units are not on master key system (C13 and D19)
- E. Other discussion items
  - a. B building needs to be cleaned every other week. There is a separate entrance for this building.
  - b. Fire access is A2, A4, A5, and C16
  - c. George is the pool / hot tub contractor
  - d. The doors are scheduled to be stained soon
  - e. Paint is every 6 years in the capital plan and Proff paint has been the contractor in past years.
  - f. Noah Klug is the attorney of choice for the Association
  - g. If there is not an elevator service provider, SRG will hire one.
  - h. Trash removal will be added to the budget.
  - i. SRG will complete a walk around Marina Park with Bob on Thursday, September 29 at 2:00 pm.

**IX. EXECUTIVE SESSION**

- A. There was no executive session

**X. NEXT MEETING DATE**

The next Board of Directors meeting will be held on Wednesday, December 21, 2016 at 3:00 pm in the office of Summit Resort Group. The Annual HOA meeting will be held on Wednesday, December 28, 2016 at 3:00 pm at the office of Summit Resort Group.

**XI. ADJOURNMENT**

With no further business, at 5:30 pm, the meeting was adjourned with a motion and a second and all in favor.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Member Signature