



Meeting Minutes Board of Directors Meeting March 14, 2016, 7:00PM

Pursuant to notice duly given a regular meeting of the Board of Directors of the Mountain Park Home Owners Association was held at the Clubhouse on Monday, March 14, 2016. Present at the meeting were Directors Dod, Kyle, Lazaris, O'Connor, Price, Sangrey, and Slaven. Executive Director, Carol Cook was also present.

Call to Order - The meeting was called to order by President O'Connor at 7:00PM.

1. **Appeals to the Board** - none

2. **Visitor Comments & Letters to the Board** - none

3. **Reading and approval of minutes**– Director Sangrey made a motion to accept the February 23, 2016 minutes as written. Director Lazaris seconded the motion, and upon vote by the Directors, the motion passed (4 Yes-0 No). Directors Dod, Kyle and Price abstained.

4. **Reports**

a. Executive Director – January financials report. The Board approved the recommendation of the Executive Director that in the future, MPHOA waive \$50 late payment fee to those homeowners agreeing to sign up for ACH.

b. Architectural Review Committee – no report.

c. Homecare Subcommittee – March Report; Untenanted Houses, Condo, and Violations reports. Directors O'Connor and Lazaris discussed the strategy to send homeowners to collections if they owed more than \$1000 in fines and had not responded with a plan of correction or payment of the fine. The Board requested that a Homeowner Welcome packet be presented for review at a future meeting.

d. Clubhouse Committee – no report.

e. Governance Committee – Directors Sangrey gave a brief report on the status of the Governance Manual and Policy and recommended the Board plan to review and discuss the revised draft at a future Board meeting (probably April 26). Director Sangrey made a motion for the Board to approve policies based on all minutes and motions from 2008 to present. Director Dod seconded the motion, and upon vote by the Directors the motion was passed (7 Yes/0 No).

f. Reserve Committee – March report.

g. Finance Committee – verbal report.

h. Common Property Committee – no report.

5. **Resolutions**

a. **Approval of the 2015 Audited Financial Statements** – Director Kyle reported that the Finance Committee had reviewed the 2015 Audited Financial Statements,

concluded that it was a clean audit, and recommended that the Board approve the Financial Statement based on the auditor clarifying Note 9. Director Sangrey made a motion that the Board approved the 2015 Financial Statements pending the clarification to Note 9 as requested by the Finance Committee. Director Dod seconded the motion and upon vote by the Directors, the motion was passed (7 Yes/0 No).

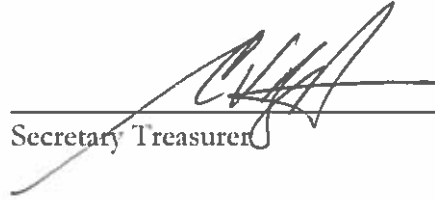
- b. **Approval of added Reserves to complete Common Property Projects** – The Board reviewed a request for \$3,577 to complete the irrigation project at Becket and Juarez, \$11,370 to complete the irrigation project at Nansen Summit, and \$5,100 to add a retaining wall to a Nansen Summit pathway. Director Slaven made a motion to approve the total amount of \$14,950 to complete the irrigation projects at Nansen Summit and Becket/Juarez, but defer the request on the Nansen Summit retaining wall until further design options could be explored. Director Kyle seconded the motion, and upon vote by the Board, the motion was passed (7 Yes/0 No).
- c. **Election of Officers Policy** - Director Slaven presented the Election of Officers Policy. The Board discussed the following changes: #1 The presiding officer (prior President if still a member of the Board or the longest serving Board member begin the election process by asking for any nominations for the presidency; #5 omit, and #9 The newly selected President takes over the meeting and proceeds with the selection of the Vice-President and Secretary-Treasurer. Director Slaven made a motion for the Board to accept the Election of Officers Policy, pending recommended revisions. Director Kyle seconded the motion, and upon vote by the Directors the motion was passed (7 Yes/0 No).
- d. **Mt. Park Homecare Committee Charter** – The Board reviewed and made recommendations for minor revisions to the Charter. Director Sangrey made a motion for the Board to approve the Mt. Park Homecare Committee Charter pending the recommended revisions. Director Price seconded the motion, and upon vote by the Directors the motion was passed (7 Yes/0 No).

6. Old Business

- a. **2016 Annual Meeting Presentation** – The third draft of the Annual Meeting Presentation was reviewed by the Board and changes were recommended.
- b. **9 Juarez Foreclosure** – The Board reviewed the update from the attorney and requested that the amount of the outstanding mortgage be identified.
- c. **Seismic Evaluation** – Director O'Connor reported that he had contacted Bremik Construction and they were interested in doing an order of magnitude estimate of costs to address the high priority areas for us as soon as they had time in their schedule.
- d. **Flaglot Storm Drains** – Director O'Connor reported that an evaluation of storm drains on flaglots has not been done and may be needed in the future.
- e. **12 & 13 St. Helens Circle**- The Board reviewed and discussed the letter from 12 St. Helens Circle and agreed that we need to get bids from an outside contractor to remove some or all of the retaining wall on Common Property between 12 & 13 St. Helens Circle.

7. New Business - none

Adjournment – At 9:20PM., the meeting was adjourned.



Secretary Treasurer