



MEETING MINUTES BOARD OF DIRECTORS MEETING MARCH 27th, 2020, 8:00AM

Pursuant to notice duly given, a regular meeting of the Board of Directors of the Mountain Park Home Owners Association was held via "Zoom" online meeting platform on Friday, March 27th, 2020.

BOARD MEMBERS PRESENT:

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| President | Eleanor Kurtus |
| Vice President | Sherri Sacconaghi |
| Treasurer | Chip Kyle |
| Director | Dwight Sangrey |
| Director | Theron Post |
| Director | Bob Price |

BOARD MEMBERS ABSENT:

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| Director | Janice Krem |
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MT. PARK HOA STAFF PRESENT:

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|--------------------------|-------------------|
| Executive Director | Jennifer Anne |
| Administrative Assistant | Cristine Wienecke |

MT. PARK HOMEOWNERS PRESENT:

30 Del Prado
3 Cellini Court

CALL TO ORDER - The meeting was called to order by President Kurtus at 8:02AM.

1. APPEALS TO THE BOARD – None

2. VISITOR COMMENTS & LETTERS TO THE BOARD – None

3. **READING AND APPROVAL OF MINUTES – None**

4. EXECUTIVE DIRECTOR & COMMITTEE REPORTS - None

5. **RESOLUTIONS - None**

6. OLD BUSINESS –

- a. **Clubhouse Closure** - Director Sangrey made a motion to extend the clubhouse closure through April 30th, 2020, unless other orders come in from the Governor. Director Kyle seconded the motion, and upon vote by the Directors, the motion passed (Yes-5, No-0). Director Price was absent for the vote.

7. NEW BUSINESS –

- a. **Finance committee** – Director Kyle led a brief discussion of the results of the audit.
 - Director Sangrey made a motion that the audit be received and accepted by the Board. President Kurtus seconded the motion, and upon vote by the Board, the motion passed (Yes-5, No-0). Director Price was absent for the vote.
 - Director Kyle made a motion that the CPA be advised to file a form 1120 on behalf of Mt. Park HOA for the tax filing year of 2019. Director Sangrey seconded the motion and upon vote by the Directors, the motion passed (Yes-6, No-0).
 - **Chair of the Finance committee**, Director Kyle made a motion that Barry Dodd be appointed to the Chairman of the Finance committee. Director Sangrey seconded the motion, and upon vote by the Directors, the motion passed (Yes-6, No-0).
- b. **Board meeting schedule during clubhouse closure.** President Kurtus is recommending keeping the existing board meeting schedule in place. There was additional discussion on how to accommodate homeowner input and/or feedback during the meetings.

- c. **Annual meeting** – discussion of possibly doing the meeting remotely and how it might work logistically. Director Sangrey made a motion that the Annual meeting be moved to May 12th, 2020 at 7pm via a “Zoom” meeting presentation. President Kurtus seconded the motion, and upon vote by the Directors, the motion passed (Yes-6, No-0).
- d. **Financial impact of Clubhouse closure** - Director Kyle led a discussion regarding the financial impact of closing the clubhouse and the different scenarios reviewed by the committee. Based on recommendation from the finance committee, Director Kyle made a motion that non-critical staff be put on Furlough through April 30th, 2020. Vice President Sacconaghi seconded the motion, and upon vote by the Directors, the motion passed (Yes-6, No-0).
- e. **Executive Director direct reports.** Director Sangrey made a motion that Executive Director Anne has discretion to retain all direct reports as deemed necessary for business operations, including Maintenance Manager. Director Kyle seconded the motion, and upon vote by the Director the motion passed (Yes-6, No-0).
- f. **Landscape Staff** - Director Sangrey made a motion that Executive Director Anne work with the Landscape director to develop a plan. Director Kyle seconded the motion, and upon vote by the Director, the motion passed (Yes-5, No-0). Director Post was absent for the vote.
- g. **Patron memberships** - Director Kyle made a motion that patron memberships be suspended until the clubhouse opens. Any fees paid by patrons for clubhouse use after March 15th, will be credited back for use on their accounts, but no refunds will be given. Director Sangrey seconded the motion, and upon vote by the Directors, the motion passed (Yes-5, No-0). Director Post was absent for the vote.
- h. **Emergency Sick Pay** – There was a brief discussion on pay for furloughed employee as required by new mandates.

8. UPCOMING BOARD MEETINGS – The following Meeting Schedule was discussed:

- Monday, April 13th, - Board Meeting
- Wednesday, April 29th – Board Meeting

ADJOURNMENT – At 9:15am, the meeting was adjourned.

Secretary Treasurer