



**MEETING MINUTES
BOARD OF DIRECTORS WORK SESSION
APRIL 13, 2020, 7:00PM**

Pursuant to notice duly given, a work session of the Board of Directors of the Mountain Park Home Owners Association was held via Zoom virtual meeting on Monday, April 13th, 2020.

BOARD MEMBERS PRESENT:

President Eleanor Kurtus
Vice President Sherri Sacconaghi
Treasurer Chip Kyle
Director Janice Krem
Director Theron Post
Director Dwight Sangrey

BOARD MEMBERS ABSENT:

Director Bob Price

MT. PARK HOA STAFF PRESENT:

Executive Director Jennifer Anne
Executive Assistant Cristine Wienecke
Communications Manager Cassidy Boyd

MT. PARK HOMEOWNERS PRESENT:

Roger Leo
Ann Aman
Brian Altman
Molly Tanen
Gary Pleas

CALL TO ORDER - The meeting was called to order by President Kurtus at 7:02PM.

1. READING AND APPROVAL OF MINUTES

- **FEBRUARY 10th, 2020** –President Kurtus said because there were no corrections to the draft minutes, that the minutes for February 10th, 2020 were approved by unanimous vote.

2. OLD BUSINESS –

- **Continuing Violation Policy** – This will be discussed further at an upcoming HMC meeting.
- **Encroachment Policy** – Director Post provided an update that subsequent to attorney review the Encroachment policy has been revised and updated. It will be reviewed by the Common Property Committee.

3. NEW BUSINESS –

- **Waiving late fees** – The Board had a discussion regarding how the association wants to handle potential late payments and/or additional payment plans as a result of the extended shutdown. It was agreed that assessments will not be forgiven during this time, but the association will be flexible on making payment plans and/or waiving late fees on a case by case basis.
- **Waiving Compliance Fines** – The Board had a discussion regarding how the association wants to handle homeowners with fines for violations. It was agreed that the committee will work with homeowners who call in with hardship on a case-by-case basis which may include extending timelines to remedy the violation.
- **Work from home policy** – There was discussion regarding the development and implementation of a work from home policy. The discussion included concerns with data security and how this is being managed. Executive Director Anne to follow up to develop a policy with HR and IT resources.
- **Disaster Recovery Policy – Business Continuity Plan** - There was discussion regarding the development and implementation of a Business Continuity plan in the case of a disaster. An updated Board member contact list to be sent out to the Board members.

- **Annual Meeting Update** – President Kurtus provided an overview of the Annual meeting, including the agenda. There was also discussion that if the clubhouse was open, if the annual meeting will be streamed at the Clubhouse. It was agreed this would be tabled until the next meeting.
- **Reserves & Loan Update** – Director Sangrey provided an overview of the document he prepared for the Finance committee to be discussed at the next meeting regarding the reserves and the current loan funding.

4. EXECUTIVE SESSION – At 7:58pm, the Board went into Executive Session.

Upon resuming the regular session, it was agreed to proceed as discussed with 7 Masaryk. The motion passed by general consensus.

There was additional discussion regarding the continuance of committee meetings, and that each liaison should reach out and see what the committee has for meeting needs during the clubhouse closure.

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

Tuesday, April 28th, at 7:00pm

Tuesday, May 12th at 7:00pm – Annual Meeting

ADJOURNMENT – At 8:22pm., the meeting was adjourned.


Secretary Treasurer