



Meeting Minutes Board of Directors Meeting May 26, 2015, 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 Tuesday, May 26, 2015. Present at the meeting were Directors Dod, O'Connor, Kyle, Lazaris, 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–

- a. Director Dod made a motion to accept the April 28, 2015 minutes as written. Director Sangrey seconded the motion. Upon vote by the Directors, the motion passed (6 Yes-0 No). Director Lazaris abstained.
- b. Director Sangrey made a motion to accept the May 11, 2015 minutes as written. Director Kyle seconded the motion. Upon vote by the Directors, the motion passed (6 Yes-0 No). Director Price abstained.

4. Reports

- a. Executive Director – April KPI; April financial report. The Board requested a report of Playschool Accounts Receivables at the next meeting. Director Kyle requested that a Financial Committee Meeting be called to review surplus income for 2015 after May financials had been completed.
- b. Architectural Review Committee – May report. Director Price reported that the Committee was continuing to work on quantifying the roof criteria in the policy.
- c. Homecare Subcommittee – May report—untenanted houses and Sub-HOA Home Care statuses were reported.
- d. Clubhouse Committee – May report.
- e. Governance Committee – No report.
- f. Reserve Committee – May Reserves update. The Board agreed to discuss the smoking policies in parks at the next meeting.
- g. Finance Committee – No report.
- h. Common Property Committee – May report.
- i. Yard Debris Sub-Committee – May report. Director Sangrey reported that postcards would be sent out to homeowners announcing that yard debris containers would be delivered on June 15 and collection would begin on June 22.

5. Resolutions

- a. **Clubhouse Rules**– The Clubhouse Rules were reviewed and discussed. Director Kyle made a motion for the MPHOA Board to approve the Clubhouse Rules as amended. Director Sangrey seconded the motion and upon vote by the Directors, the motion was passed unanimously.

6. Old Business

- a. Cybersecurity Update was given by Executive Director Cook. Security audit was scheduled for June 5.
- b. **Staff Vacation Accruals Recommendation** –The revised Staff Paid Time Off Policy was reviewed and discussed. Director Sangrey made a motion for the Board to approve implementing the policy immediately; however, the vacation accrual carry-over limit of 80 hours per employee would be implemented no sooner than January 1, 2017. Director Lazaris seconded the motion and upon vote by the Directors, the motion was passed unanimously.
- c. **Communications within Mt. Park** – Directors Sangrey and Slaven agreed to lead a task force to generate ideas for the Board to take a more proactive role in communications to Mt. Park homeowners.
- d. **Code of Conduct** – No updates.
- e. **Clubhouse Seismic Evaluation** – Directors Sangrey and O'Connor agreed to work on acquiring a proposal for a Seismic Evaluation within the next 6 months.

7. New Business

- a. **Violations – follow up/action**
 - 1) **44 Touchstone** – basketball hoop in disrepair, moss on roof, driveway clutter – The Board discussed the fact that as of the May 26, 2015 Board Meeting, a plan had not been received. Director Slaven made a motion that the Board approve an \$1,000 fine assess but agreed to consider adjusting the fine if an acceptable plan was submitted by June 15, 2015. Dwight seconded the motion and upon vote by the Directors, the motion was passed unanimously.
 - 2) **8 Nansen Summit** – failing deck & window sills; moss on siding, driveway; yard maintenance- The plan submitted was reviewed and the Board agreed that the plan was not acceptable due to lack of specificity and too long of duration. The Board also agreed to defer a fine assessment if a more specific plan with set timelines was submitted by June 15, 2015, which addressed improvements in the deck and siding to be completed by September 1, 2015 and all issues addressed within 1 year.
- b. **Policy on Enforcement Control of CC&R's revisions** – deferred to next meeting.
- c. **Aquatics Lifeguard strategy** – deferred to the next meeting.
- d. **Greenridge Estates** – Request to use Clubhouse as evacuation site – deferred to the next meeting.

Adjournment – At 9:10pm, the meeting was adjourned.

Secretary Treasurer