



Meeting Minutes Board of Directors Meeting December 14, 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 Monday, December 14, 2015. Present at the meeting were Directors Dod, Kyle, Lazaris, O'Connor, Price, and Slaven. Executive Director, Carol Cook was also present. Director Sangrey was absent.

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

1. Appeals to the Board

- a. 21 El Greco – The owner attended the meeting to appeal a \$300 fine for non-compliance to the CC&R's. The Board discussed and agreed to suspend the \$300 fine pending correction of the following compliance issues by February 14, 2016, with the exception of the roof: 1) Remove the clutter in the front and back yards; 2) Store yard debris and garbage containers in the garage or elsewhere so they are not visible; 3) Clean the moss off the tool shed roof.. (Once completed, the Board will evaluate if compliance standards are met; and 4) Blow the debris off the roof (no later than June 30, 2016). It was agreed by the Board that the \$300 fine would be assessed if these issues were not completed by the stated deadlines.

2. Visitor Comments & Letters to the Board – none.

3. **Reading and approval of minutes**– Director Slaven made a motion to accept the November 24, 2015 minutes as written. Director Kyle seconded the motion. Upon vote by the Directors, the motion passed (5 Yes-0 No). Director Lazaris abstained.

4. Reports

- a. Executive Director – November KPI and November financial report. The Board asked Executive Director Cook to verify that all Clubhouse visits were being captured as usage appeared low for the month.
- b. Architectural Review Committee – No report.
- c. Homecare Subcommittee – Untenanted Houses, Condo, and Violations report.
- d. Clubhouse Committee – December report.
- e. Governance Committee – No report.
- f. Reserve Committee – December report.
- g. Finance Committee – December report. Director O'Connor resigned from the Finance Committee to reduce the number of Board members on the Committee. Director Kyle led the Board discussion of the proposed Association and Playschool write-off's to bad debt.
- h. Common Property Committee – No report.

- i. Yard Debris Sub-Committee – November report. We are currently being billed for 781 yard debris bins.

5. Resolutions

- a. **Proposed Bad Debt Write Offs for 2015** – The Board reviewed and discussed the proposed 2015 Bad Debt write offs for the Association and Playschool. Director Dod made a motion for the Board to approve the proposed 2015 Write Off of \$3,731 in Playschool Bad Debt. Director Kyle seconded the motion and upon vote by the Directors, the motion was passed unanimously (6 Yes, 0 No).

Director Dod made a motion to write off \$31,329 of Association uncollectable accounts, with the provision to double check the balances for the first five accounts on the list. Director Kyle seconded the motion and upon vote by the Directors, the motion was passed unanimously (6 Yes, 0 No).

6. Old Business

- a. 9 Juarez Update – Executive Director Cook reported that a new attorney was working on the foreclosure and there was no further update.
- b. Discussion of Board and Executive Director Relationship document discussion was deferred to the next meeting.

7. New Business

- a. Board Reflection on 2015- The Board discussed the accomplishments of the Board in 2015.
- b. 2016 Board Meeting Schedule was presented and discussed. The Board asked Executive Director Cook to check to see if the Annual Meeting could be changed from March 17 to March 16 such that the event would not be held on a Holiday.
- c. 2015 Audit – Executive Cook reported that the audit process had begun and Doug McLain would be the lead auditor this year for our Association.

Adjournment – At 8:30pm, the meeting was adjourned.


Secretary/Treasurer