



## Meeting Minutes Board of Directors Meeting June 28, 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 Tuesday, June 28, 2016. Present at the meeting were Directors Kurtus, 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 Sangrey at 7:00PM.

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

**2. Visitor Comments & Letters to the Board**

- a. 138 Del Prado – the Board reviewed a progress report letter regarding completion of the remodel project. The Board also discussed that the owner had been put on notice that he had an encroachment on Common Property that would need to be addressed.

**3. Reading and approval of minutes**

Director Slaven made a motion to accept the June 13, 2016 minutes as written. Director Kyle seconded the motion, and upon vote by the Directors, the motion passed (5 Yes-0 No). Directors Lazaris and Price abstained.

**4. Reports**

- a. Executive Director – May KPI and May financial report.
- b. Architectural Review Committee – June report. The Architectural Committee Charter is complete and will be reviewed by the Committee at the next meeting. The Architectural Committee reviewed a formal request from the owner of 17 Aquinas to address a neighbor's deck encroachment on her property and agreed that the deck exceeded the dimensions approved by the Committee. The Committee would be sending out a letter requesting the neighbor to remove the deck extending onto the property of 17 Aquinas.
- c. Homecare Subcommittee – Untenanted Houses; Fine/Assessments; Condo/TH Home Care status reports were reviewed. There were no major changes.
- d. Clubhouse Committee – June report. Director Kurtus made a motion for the Board to approve adjusting the Clubhouse Rule regarding the pets as follows: Pets are not allowed inside the Clubhouse. Pets are also not to be unattended on Clubhouse grounds, including left in vehicles unattended for more than 5 minutes. Director Slaven seconded the motion, and upon vote by the Directors, the motion passed (7 Yes-0 No). The Board reviewed and discussed the proposed new tennis court rules that were approved by the Clubhouse Committee. Director Kurtus made a motion for the Board to approve the Tennis Court Rules. Director O'Connor seconded the motion, and upon vote by the Directors, the motion passed (7 Yes-0 No).

- e. Governance Committee – no report.
- f. Reserve Committee – June report.
- g. Finance Committee – no report.
- h. Common Property Committee – June report. Director Sangrey reported that 816 letters had been sent out to properties that abut Mt. Park Common Property. About 700 owners have received letters informing them that they had no encroachment or a flaglot/driveway easement. The Committee is working on a process to deal with the other 100 properties of which an estimated 40 will not be an encroachment, 50 will require a waiver, and about 10 will most likely be asked to remove the encroachment. The Board reviewed the Common Property Committee Charter. **Director Sangrey made a motion for the Board to approve the Charter as amended. Director Kyle seconded the motion, and upon vote by the Directors, the motion passed (7 Yes-0 No).**

**5. Resolutions - none**

**6. Old Business**

- a. 9 Juarez Foreclosure –Director Price reported on his progress working with the attorney on the foreclosure. He informed the Board that his next steps will be to get a written timeline of recommendations from the attorney.
- b. Seismic Evaluation – Director O’Connor reported that the engineer would have a more detailed design by sometime in August. The next step would be to give the design to Bremik to develop a more detailed construction bid.
- c. Clubhouse Proposed Rule changes (addressed during meeting reports).
- d. Cash Flow Statement Plan – Executive Director Cook reported that the Accountant would have a cash flow statement by the July financial statements after a full conversion to the QuickBooks software. The QuickBooks conversion is in process and has required manually entering all prior month financials.
- e. Board Meeting Dates for July and August – The Board agreed to only have one Board meeting in July – July 26. The Board agreed to determine at the next meeting in only one meeting would be needed in August. Meetings are scheduled for August 8 and August 23.
- a. Appointment of Barry Dod to the Finance Committee – **Director Slaven made a motion to appoint Barry Dod as a member of the Finance Committee. Director Kyle seconded the motion, and upon vote by the Directors, the motion passed (7 Yes-0 No).**

**7. New Business - none**

**Adjournment** – At 9:00PM., the meeting was adjourned.

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Secretary Treasurer