

New Mark First Pool Association

Annual Board Meeting Minutes

Date: Sunday, November 8th, 2015

Attendance

Executive Board: Mike Thomas, Brian Bonebrake, Susan Scheerer

Board of Directors: Louis Reale

Residents: Linda Calcote, Quinn Gregg, John & Karen Spottswood, Cheryl Edmondson, Patti Kanatzar, Tom O'Donnell, Amanda Gonzalez, Pamela Smith

Minutes

❖ **Meeting called to order 7:05 pm**

❖ **Introductions** – Current board members were introduced.

❖ **Pool**

1. Pool has been winterized and all equipment has been placed in storage.
2. The board needs to determine how the pool will be managed next summer.
3. New pool keys have been purchased and the new system is in place. All residents in good standing will receive new keys during the sign ups next May.
4. Residents voiced concerns about being able to keep the pool staffed through Labor Day.

❖ **Financials**

1. Discussed the current status of the financials.
2. Most major expenses have been paid for the year. Mowing of the greenway should be nearly complete with maybe one more mow this year.
3. The HOA is currently on track to have excess funds at the end of the year. These extra funds will be set aside for use on future projects.
4. A better summary of HOA finances is needed from the CPA. The board will work with the CPA to set up this summary.

❖ **Collections**

1. Collections of delinquent dues are ongoing. The board has run into issues with past accounting and legal issues that have delayed the process.
2. The Spottswood's discussed their current situation with the board and agreed to sit down with the board to further that discussion to resolve the issues with their account.
3. After much review of the current status of the delinquent accounts the current board is offering an amnesty period to all residents who owe dues from 2015 and earlier in hopes of bringing as many accounts current as possible. During this amnesty period if all back dues are paid in full by the end of this calendar year the board will waive all other late fees, interest fees, and legal fees.
4. The board has decided to move forward with hiring new legal counsel for the HOA. The board is not satisfied with the results that have been achieved with the current counsel.

❖ Miscellaneous

1. The board hires the same person that handles the mowing to do snow removal as needed during the winter months. Snow removal is only done when requested by the board.
2. Board and residents agree the current landscaper is doing a good job with maintaining the greenway.
3. The contractor for the adjacent development to the west of the pond has offer to pay for part of the cost to dredge the pond. Board needs to follow up on this offer.
4. Residents discussed more opportunities for neighborhood activities
5. Fall newsletter has been sent out along with dues statements. It appears some residents did not receive the newsletter, or received the letter but no statement. Board will review with the accountant.
6. Aerators are currently not working in the pond; need to check to see if one can be fixed in the short term.
7. Tennis courts need to be replaced. The board will look at potential options this winter.

❖ Motions

1. Motion by Tom O. to find and hire a new CPA firm for the HOA.
 - i. Second by Amanda G.
 - ii. Discussion – The board has raised some issues that need to be addressed with the CPA in regards to how the HOA financial records are being kept. Communication between the CPA and board also needs to be addressed.
 - iii. Resolution – Motion has been tabled until March. This will give the board time to work through these issues with the CPA. The board will report back on these issues at a later meeting, and if the issues are not satisfactorily addressed then the board will considering moving forward with a new CPA firm.
2. Motion by Brian B. to suspend section 6.4 of the covenant until the section can be amended to remove the collection of interest fees on delinquent dues.
 - i. Second by Susan S.
 - ii. Discussion - The section would updated to state that the board will collect a flat late fee of \$15.00 per month, starting on February 1st, and applied on the first day of each month until the delinquent dues are paid. The intent is to simplify the late fee structure for both accounting and legal purposes.
 - iii. Resolution – Motion was voted on by all in attendance and passed unanimously.
3. Motion by Susan S. to set a spending limit above which board approval would be required.
 - i. Second by Tom O.
 - ii. Discussion – The suggestion was made to require that unbudgeted miscellaneous purchases above a set amount would have to be voted on and approved by the board.
 - iii. Resolution – Motion has been tabled until December. While there was uniform agreement with this motion it was agreed that further discussion is needed to make sure this motion is properly worded so that the board is not limited in emergency situations.

❖ **Executive Board Election**

1. Mike Thomas will assume the position of President for the remainder of his term (2015-2016)
2. Brian Bonebrake will assume the position of Vice President for the remainder of his term (2015-2016)
3. Tom O'Donnell was nominated and unanimously approved as the new Secretary (2016-2017).
4. Susan Scheerer was nominated and unanimously approved as the Treasurer (2015-2016) during the board meeting in August.
5. Fernando Marquez was nominated and unanimously approved as a Member at Large (2016-2017).
6. Patti Kanatzar was nominated and unanimously approved as a Member at Large (2016-2017).
7. Pamela Smith was nominated and unanimously approved as a Member at Large (2016-2017).

❖ **Board of Directors Election**

1. Louis Reale will complete the remainder of his term (2015-2016)
2. Quinn Gregg was nominated and unanimously approved as a Board Member (2016-2017).
3. Amanda Gonzalez was nominated and unanimously approved as a Board Member (2016-2017).

Meeting adjourned at 8:58 pm