

Harbor Cove Resident Owned Community Inc. Regular Board Meeting
September 27, 2019 at 9 AM
Draft minutes

Call to order: meeting was called order at 9:02 AM by Pres. Diane Matteson.

Proof of posting was attested to by the assistant secretary as of September 21, 2019.

The following board members were present: Diane Matteson, David Garman, Sharon Vandemark, Mark McGrath, Linda Kusior, Jim Dietz, and Jane Haynes. There was a quorum.

Following board members were excused: Gilles Girard and Patti Vail

Disposal of minutes, June 27, 2019 and July 13, 2019:

Motion was made by director McGrath, 2nd by director Kusior to waive the readings of the minutes. Motion carried. By unanimous accord the minutes were approved as presented.

There were 10 shareholders in attendance.

President's remarks: having just returned from the northern summer season, Pres. Matteson commented how fresh and clean everything looked, she was pleased with the turnout of the bathrooms in the pool area redecorating.

There were no reports from the vice president or 2nd VP. There were no reports from the secretary.

Treasurers report: director McGrath read the treasurers report, showing that as of August 31, 2019 there are \$1,122,880 in available funds. The Memorial fund contains \$6601. The reserve account contains \$574,081. The total designated funds are \$580,683. The total cash on hand is \$1,703,563.

Status of our loan with Centennial bank is as follows: the loan rate is 4.95%. As of August 31, 2019 the total outstanding balance is \$1,558,858.23. Copies of the treasurers report and the bank summary report for the month of August 2019 were available at the check-in desk for the benefit of shareholders.

Manager's report: Manager Thomas Fastiggi provided an update in his report is annexed to and made part of these minutes

Committee reports, – coordinator Dave Garman – there were no other committee reports.

Unfinished Business:

RFA 19 – 027, a request by resident to remove a home at 323 Trailorama, in anticipation of replacing it with a new home was withdrawn. Instead the resident opted to rebuild the existing home.

New Business:

RFA 19 – 029, Pam Pearsall requests umbrellas, tables, and chairs at the pool area. Mrs. Pearsall spoke to her request along with input from the manager. Motion to table this request until next month was made by director McGrath, 2nd by director Dietz, pending set up of a sample area to illustrate layout in the pool deck area. The motion to table passed unanimously.

RFA 19 – 032 – Gerri Harring. An RFA was submitted by shareholder Harring requesting that the flowerpots by the lap pool and office and the trim on the shelter be painted to match the current colors in the pool area. Also requested was a thatch roof over the shelter. Director Vandemark motion to approve painted pots, trimming the shelter and any of thatch roof on the shelter, motion 2nd by director Kusior. Discussion followed.

Director Vandemark amended her motion to allow for painting the flowerpots in the pool area only with the others request being deleted. Director Kusior agreed to the amendment.

Discussion continued it was agreed that staff members, not resident volunteers should do the painting. Question was called and the motion carried unanimously.

During the discussion, the manager noted that he has quotes for replacement of the shelter roof which is losing shingles. Director McGrath suggested investigating a metal roof in lieu of shingles. Also, a shareholder pointed out that the 4 x 4 posts are starting to show evidence of rot and that repairs may be needed for new roof is added. The roof replacement will be discussed at the next board meeting.

RFA 19 – 033 failure to comply, referral to fining committee: a new home was installed at 408 Blackburn Blvd. The residents were aware of the requirements for concrete steps. Despite that awareness, wooden steps were installed at both entrances to the home. The residents were contacted by the manager and the Association attorney and despite promising to do so, have not replaced the wooden steps with concrete steps. Motion by director Garman, 2nd by director McGrath to forward the matter to the fining committee was made. Motion passed unanimously.

RFA 19 – 034 removal tree without permission, referral to fining committee: a resident at 741 Riverview. Severely trimmed and damaged one of the oak trees in the community. The tree was hat rack and subsequently died. The resident had not sought permission of the Association before contracting work therefore, manager requests referral of this matter to the fining committee consideration of the possible fine. Director Dietz made a motion, 2nd by director McGrath to refer this to the fining committee. The motion passes unanimously.

RFA 19 – 035, budget chairman, Diane Matteson: Pres. Matteson proposed that resident Bob Meyer be appointed budget chair for the 2020 budget year. A motion by director McGrath, 2nd by director Kusior to appoint Bob Meyer as 2020 budget chair. Motion passed unanimously.

RFA 19 – 036, finance chair appointment, Diane Matteson: Matteson made a request to appoint Ken Madej as finance committee chair for the 2020 fiscal year. Motion made by director Kusior, 2nd by director McGrath. The motion passed unanimously.

Floor comments:

Resident Larry Tombaugh commented on the landscape service as inferior to the prior companies we have had. He noted that his edging was not completed the lawn has cutting streaks.

Resident Kathy Scott commented on the lawn service damaging her home skirting, including the aluminum trim. The contractor is aware of the damage and is responsible for repairs.

The meeting was adjourned at 9:54 AM by President Matteson.

Respectfully submitted,

Thomas Fastiggi
Assistant Secretary