

**Harbor Cove Resident Owned Community Inc.
Board Of Directors Meeting, November 20 2020**

The meeting was called to order at 9:07 AM by community Pres. Diane Matteson. Present were following directors: David Garman, Gilles Girard, Tom Furphy, Mark McGrath, Linda Kusior, Sharon Vandemark, Jim Dietz, Diane Matteson, and Jane Hayes.

Proof of posting: November 18, 2020 by Sec. Kusior.

Motion to waive the reading of the minutes and approve with a typo correction of October 30, 2020 was made by director McGrath, second by director Gerard. Question was called the motion passed unanimously.

36 Persons were in attendance in the meeting in person and our bookkeeper Vicki Lawrence was hosting the meeting on Zoom conference for those shareholders who wish to observe from the comfort of their home. 38 shareholders were participating through Zoom.

Report of officers:

Pres. Matteson expressed appreciation to our bookkeeper for her efforts in getting the Zoom system up and running as well as increasing the available Internet speed.

Response to an inquiry from the boat club regarding golf cart scavenger hunt, a motion was made by director McGrath, second by director Furphy to approve golf cart scavenger hunt for residents of harbor Cove. Joann Gall of the boat club explained that it would be a simple concept requiring people to wear masks and socially distance with very little interaction. Question was called the vote was unanimous in favor.

Pres. Matteson continued concerning request from shuffleboard players who wish to increase the participation. A motion by director Garman, second by director Vandemark to increase the number of participants to 16. This would involve using every other shuffleboard court with two persons competing from each end of the courts. Vote was called the motion passed unanimously.

Pres. Matteson noted that the boat club fleamarket, RFA 20 – 049 has been withdrawn but it was noted the boat club building is open on Wednesdays from 9 AM to 1030 for those who wish to shop.

VP Dietz – no report

Second VP Garman – nothing at present

Sec. Kusior – no report

Treas. Mark McGrath- Treas. reported on our cash balances of restricted and unrestricted funds. The Treas.'s report is annexed to and attached to these minutes. He also noted the balance on the Centennial bank loan. He continued at great length regarding the budgeting process in response to commentary from a resident who was not familiar with the process. He highlighted some expenses which were reduced this year because of changes in bank accounts to limited fees, as well as utility improvements to reduce costs.

Budget Committee Chairman Bob Meyer commented that misinformed and derogatory comments should be disregarded.

Old business RFA 20 just 036, request to move remove trees at 747 Riverview supplied the Association with a note from a tree trimming service regarding cutting of the roots. On that basis the Oak trees will have a minor root trimming.

Manager's report, Thomas Fastiggi – manager's report was read for the benefit of those present. Is annexed to and attached to these minutes.

Committee reports:

Compound Committee, Alan Westerberg – reported on current occupancy levels in the compound including storage trailers. He noted that committee members rotate the after-hours phone and logbook so their operations are seamless. He discussed the expansion of water and electric availability, and it was determined not to add any additional water hookups but that additional electrical outlets will be made available in the compound area in lockboxes for temporary use.

Long-range planning, Alan Westerberg – continued speaking of remedial work needed on the perimeter docks at the Marina including piling replacements or re-sleeving. Next spoke about the existing pool side gazebo in the need for extensive repairs. Noting the roof is bad, cross bracing is rotting and supporting posts are in poor condition. He reported that the present building code would not allow us to duplicate what was built many years ago.

In order to resolve this, a subcommittee has been organized consisting of 12 shareholders and 1 renter with the purpose of soliciting feedback from residents as to utilization and features of a new building as well as its placement on the property. He noted that the initial comments he has received have suggested moving the Pavilion back away from the pools which would allow for a larger pool deck area. If residents have comments they should contact one of the committee members. He noted that at this time there are no cost figures available, as the subcommittee is still gathering information as to the type of facility residents would want and enjoy.

Beautification committee, Teri Engelgau- reported that there has been no increase in the price of homeowner signs and three more participants are needed in order to submit the order. She also commented on research work for the entry sign at US 41 and that one vendor reported the sign was in good condition with no need to take it out. She commented that RFA 20 – 009 regarding the signage was tabled to the December 2020 meeting. She is going to try and get another quote to update the other backlighting in the sign. She quoted the cost to replace the existing bulbs at \$1380.

A motion by director McGrath, second by director Kusior to replace the light bulbs inside the signs at a cost not to exceed \$1800 was made. The cost is to include both material and labor. Question was called and the motion passed unanimously.

In her closing remarks, Teri Englegau commented about Christmas lighting this year in the face of Covid 19.

Pres. Matteson noted that a resident called about rodents that were attributed to caretakers who did not pick up raw fruit that fell from trees on the adjacent property. She also cautioned residents not to feed the wild birds because the remaining food is an attraction to rats. She encouraged residents to help their neighbors in the event that something obvious, such as raw fruit on the ground of a vacant home, should be taken care of.

Unfinished Business

RFA 20 – 044, driveway coatings, manager Tom Fastiggi – motion by director McGrath, second by director Kusior to permit Marbelite coatings on driveways as an expansion of the approved color palette of Harbor Cove. Discussion followed.

Based on a color chart furnished by Marbelite, the following colors were eliminated from the list of accepted colors permitted harbor Cove Orange Chopper, twilight, blue steel, Redwood, color number 120, lava rock, Beaver dam, silver night, and barracuda. The foregoing colors will not be approved for use at Harbor Cove. Director McGrath noted that when a color is chosen the architectural committee should be sure that it's a color that would tie into the home and not clash with the home. The question was called and the motion passed unanimously.

RFA 20 – 050, appointment of auditor for the 2020 fiscal year, Thomas Fastiggi – motion by Treas. McGrath, second by director Gerard to approve Pellegrino & McFarland as our auditor for year-end 2020. There was no discussion. Question was called the motion passes unanimously.

RFA 20 – 051, prepayment of \$75,000 principal reduction on Centennial mortgage, manager Thomas Fastiggi. Director McGrath explained the sources of cash and are availability of funds even after making the payment was in line with the recommendations of the audit committee. Question was called and the motion was passed unanimously.

RFA 20 – 052, Covid waiver for use of the amenities and facilities, Diane Matteson – motion was made by director Vandemark second by director Kusior to require a waiver to be signed by all residents using the facilities amenities during the Covid pandemic or their access cards would be deactivated. Discussion followed. It was noted that 362 residents have signed a waiver as of this date. Director Dietz requested a cutoff date of December 1, 2020.

The motion was restated as the Board of Directors to approve the attached waiver with a December 1, 2020 effective date for turn off of access cards for any resident who is failed to sign and return a waiver to the harbor Cove office. The Board of Directors will revisit this position by May 31, 2021. It was noted that there is a slight change in the waiver indicating that it is Covid specific, and that any resident who has previously signed the prior version can reclaim theirs and re-sign the Covid specific version. The question was called the vote was as follows:

YES, in favor of the waiver – directors Furphy , Garman, Haynes, McGrath, Dietz and Matteson.

The directors who voted “NO” in opposition to the waiver: directors Girard, Kusior and Vandemark.

The motion carried by 6 to 3.

RFA 20 – 053, carport sales and stipulations, Diane Matteson – a motion by director Kusior, second by director McGrath to approve the RFA has written, which included the following restrictions, sale time from 8 AM to 12 noon. Harbor Cove residents only. No outside advertising on various media products. Discussion continued. Board members commented on the fact that this is an outside event, though certain residents choose not to wear masks. Pres. Matteson noted that there have been 10 cases that she knows of since March within Harbor Cove.. Vote was called eight directors were in favor, director Furphy was opposed so the motion carried 8 to 1.

RFA 20 – 054 New Year's Eve dance and party, Susan Gaines and Barbara Dicco- a presentation was made by both sponsors noting that time was of the essence due to the advance notice needed for hiring New Year's Eve entertainment. They submitted a detailed plan regarding table spacing social distancing and mass requirements. Board members declined to make a motion one way or another regarding this proposed New Year's Eve party so the request died.

RFA 20 – 055, request to allow chairs in the swimming pool area, Barb Buckingham- a motion by director Vandemark, second by director Kusior to allow residents to bring their own chairs to the pool area. Discussion followed. Chairs or lounges were noted to be indistinguishable under this proposal it could be anything that 1 resident can sit upon. Director McGrath commented that there is a one hour time limit for pool use per person and that should apply and include chair use as well. Director Haynes noted that chair should be taken home, nothing should be left in place when the resident leaves. Director Dietz inquired about the number of chairs, which was responded to by director Vandemark as one chair per person. It was noted that presently there are four people allowed in the hot tub, 14 people in the large pool and eight people in the smaller pool. Including chairs no more than 26 people can be in the aquatic area at one time. Pres. Matteson noted that we've had good cooperation from our pool users and encourage residents to stay 6 feet apart with placement of chairs. Director Furphy suggested the board consider approval and then observe the cooperation level. The question was called and the vote passed unanimously 9 to 0 in favor of allowing residents to bring their own chairs to the pool.

RFA 20 – 056, approval of Marcia Curry as fining,/hearing committee chairperson, Diane Matteson – Motion by director McGrath, second by director Garmin. There was no discussion. The question was called the vote was unanimous 9 to 0 in favor. The motion carries.

RFA 20 – 057, approval of the 2021 operating reserve budget, to be effective January 1, 2021. Motion by Treas. McGrath, second by director Furphy for approval of the proposed budget. The manager noted that this was the fourth year in a row there has been no increases in the Association fees. Question was called and the motion passes unanimously, nine – zero.

RFA 20 – 058, Long-Range Planning committee and utilization of additional common area for a pool Pavilion design, Alan Westerberg – Mr. Westerberg introduced and explained the reason for this RFA. Representing a subcommittee of 12 individuals, having the flexibility to move or expand the Pavilion away from its present location just 7 feet from the pool area would be advantageous for both pool user and Pavilion use. He requests that a preliminary mailing be sent to residents regarding replacement of the pool Pavilion.

Director Garman noted that the existing Pavilion is not just failing because of aesthetics there are structural issues with it as well. Mr. Westerberg requested that a general information letter be sent out to residents seeking their approval for modification of the common ground area utilized for the Pavilion. Motion by director Kusior, second by director Vandemark to include the long-range planning information regarding the pool Pavilion in the next mail out. The motion carries 9 to 0.

RFA 20 – 059, request for permission for Christmas lighted golf cart parade, Pam Pearsall and Sue Hanson – motion by director Dietz, second by director Vandemark to approve this proposal as presented. Question is called the vote is unanimously in favor.

Closing comments:

Director Matteson noted that we are still actively working with Frontier regarding our future cable television service and bulk agreement. Shortly she will be sending out a letter to those residents who participate in the bulk service plan, and the letter will outline what options there are in television and Internet service.

Being no other business, the meeting was adjourned at 12:13 PM

Respectfully submitted,

Thomas Fastiggi, CMCA, AMS, PCAM
Assistant Secretary