

Harbor Pointe HOA Board of Directors Meeting

Minutes: November 10, 2014

President Jim Carmany called the meeting to order at 7:00 PM. In attendance: Board Members Jim Carmany, Nick Johnson, Carl Stauske, Sue McGill, Rick Sutton, and Anne Dickison, and Property Manager Sandie Sutton. Six other owners also attended the meeting.

Property Manager Report:

Sandie Sutton distributed her prepared Property Manager’s Report of maintenance, repairs, and administrative projects.

*Mike Childers installed LED bulbs in all Harbor Pointe streetlights - Thank you, Mike!

*Massey Roofing repaired flashing and shingles on #522.

*Pete George & Sons completed road repairs for the year including one patch and three drains, and they sealed over 4000 feet of cracks.

*Domain registration for our website was renewed.

Finance Committee Report:

Sue McGill reported that the proposed budget for 2015 was distributed to all owners, and that she had received no questions or other feedback. Nick Johnson made a motion to approve the 2015 budget as presented, Anne Dickison seconded it, and the motion carried unanimously.

Sue McGill then presented several spreadsheets and made the following report.

Financial Report: As of October 31, 2014			
Income:	\$11,418.00	Including interest income	
Expenses:	\$16,962.90	Transfer to MM taken out	
Accounts	Current Balances	Previous Balances on September 30	
Checking Account:	\$36,841.79	\$45,416.69	
Savings Account:	\$1,555.35	\$1,555.15	
Money Market Account:	\$109,966.00	\$106,915.33	
CD Account:	\$183,811.47	\$183,622.16	
TOTAL ALL ACCOUNTS:	\$332,174.61	\$337,509.33	
Net Profit or Loss for period:	- \$5,334.72	\$1,590.47	Net income YTD 2014
2014 Reserves YTD contributions	\$30,300.00	\$295,332.82	Total Reserves YTD

Jim Carmany moved, and Carl Stauske seconded a motion to approve the Financial Report, and it carried.

Social Committee Report:

Sandie Sutton confirmed arrangements for our Holiday party to be held at Basta's from 2:00 to 4:00 pm on Sunday, December 7th. Last names beginning with A-H are to bring Desserts, and I through Z are to bring Appetizers. Sandie will be sending out the announcement soon.

Landscaping Committee Report:

Carl Stauske noted that the four desired landscaping projects for next year could deplete his budget and leave him little room for responding to new issues. Given new factors, the proposed work may have to be spread over multiple years due to budget constraints. What to do about replacing overgrown or dying trees and bushes was discussed at length. Some favored replacing compromised trees and shrubs with Japanese maples. Jim observed that tree roots had been problematic in the past and could become problems again. Selection of trees and location of plantings should take sidewalks and drainage systems into account.

Sue McGill documented existing courtyard appearances and made a courtyard landscaping modification proposal for Building 5. She introduced new ideas for how to spruce up and identify entrances to upstairs units to make them more distinctive. How to prioritize new landscaping projects would affect the budget, and might call for adjustments. The newly proposed courtyard modifications could be initiated in May depending on other budget considerations and what unfolded over the winter and with spring runoff.

Carl approached GreenView for ideas and estimates for the projected work already under discussion. Rick Sutton and Nick Johnson favored getting estimates from a second source for comparison. Sandie requested that GreenView and all other providers copy her with their proposals. Nick clarified that historically the provider would send the proposal or estimate to the Property Manager with a cc to the relevant Director(s), and that way everyone involved could receive the same information at the same time. More discussion took place about guidelines for the type of work that could be done at the discretion of the Director, what should be considered only as line items for future budgets, and which expenditures might require motions and a vote. President Jim Carmany summarized the Board's position to say that if a Director wished to make considered and communicated decisions within his or her budget, the Board would support that responsibility, but if the Director wished to seek further discussion, or bring a matter up for a vote before proceeding, the Board would support that process as well.

Building Committee Report:

Nick Johnson reported that the irrigation system was satisfactorily blown out and shut down on November 3 despite the inclement weather.

The storm sewer by Stoney Creek Inn near the 100s buildings is eroding again, and will be discussed with the several parties involved. Leakage from a cracked 4-inch underground irrigation pipe near the 600 buildings was repaired, and the invoice was submitted to Sandie.

Community Relations Committee Report:

*No report

Old Business:

Owners interested in appointment to the Board position left open by Bob Knapp's resignation should contact President Jim Carmany, one of the other current Board members, or Property Manager Sandie Sutton. Jim Carmany clarified that our Bylaws prescribe the number of members on the Board but not our specific Board Committees.

In September, HOA Building Chair Nick Johnson and Eastport Marina Manager Mike Childers introduced the idea of partnering on the prospect of upgrading the rear gate to Harbor Pointe. Proposed was a shared-costs modification to convert the existing swinging door gate to a sliding gate with strengthened posts. The proposed new gate would open automatically to exiting traffic, thereby reducing road wear for truck turnarounds. The results of a survey sent to homeowners to gauge receptiveness to the various options yielded a 50% response rate from the owners. A majority (11 respondents) favored a gate with automatic exit and an optional availability of fob purchase for programmed entrance. Nine respondents preferred an exit-only gate for Harbor Pointe usage. The remaining minorities of respondents were opposed to replacing the existing gate, or wished to install the new sliding gate doors without the automatic exit feature.

Anne Dickison made a motion to authorize up to \$3700 for Harbor Pointe's portion of shared costs to replace the existing manual swinging-door gate with an automatic sliding gate featuring exit detection and the potential for programmed entrance fobs to be made available for owner purchase. Jim Carmany seconded the motion, and it carried unanimously. Jim Carmany expressed a preference that the gate expense be absorbed into the 2014 budget if we achieved the anticipated year-end budget overage. Discussion ensued about the timing of payments and initialization of the work. Eastport Marina Manager Mike Childers indicated that during construction, he would plan to close the gates' gap with concrete barriers so the back entrance to Harbor Pointe would not be left open.

President Jim Carmany and homeowner and attorney Gary Rafool met with Attorney Rick Joseph to discuss what was needed to change the Bylaws and declarations. Rick Joseph recommended that Harbor Pointe HOA incorporate before any other decisions or refilings took place. In September, the Board voted to increase legal consultation fees to \$1800 to clarify the HOA's standing should we wish to make changes to our Bylaws and Declarations as groundwork for modifying or imposing new restrictions. President Jim Carmany requested clarification of how much of the approved allocation for 2014 was spent in legal fees already, and whether or not following the consultation the Board wished to go forward with the recommended incorporation. Sue McGill reported that to date, \$650 in legal fees had been spent, but more was budgeted and available. Further discussion took place about the potential advantages of incorporation and the benefits of having a designated agent of record to be the single point of contact responsible for filing required forms each year, and as needed.

Jim Carmany observed that if additional legal expenses to modify restrictions, rules, or declarations were incurred following this initial step of incorporation, the Board could discuss modifications to the 2015 budget at a later date. Sue McGill made the motion to authorize not more than \$1800 to proceed with incorporation and establish Rick Joseph as Harbor Pointe's agent of record. Nick Johnson seconded the motion, which passed with five Directors in favor and one, Rick Sutton, opposed.

New Business:

Nick Johnson brought up suggestions for two new Rules for the Board to consider. The first proposal was to establish fees and hours for moving in and moving out. The Rule would specify acceptable hours for the loading and unloading of personal items, and would authorize a fine if the occupant failed to abide by the established hours. The suggestion of 8A to 8P was discussed and later modified to 7A to 8P. The Rule would also address trucks parking overnight or blocking driveways.

The second idea was to implement a \$500 move-in/move-out fee to cover damage to common grounds and to compensate the HOA for necessitated clerical work. Each current owner would be granted one move-out exemption. Each unit owner would be allowed to petition the Board to waive the fee because of extenuating circumstances.

Article IV of our Bylaws specifies the process for Adoption of Rules and Regulations. Under this section, the Board establishes a Rule. Unit owners then have sixty days to override the Board and veto the contested Rule via a 75% majority of owners.

After introducing the topics and the process for establishing a Rule and protesting it, Nick indicated that he would write up the proposals for consideration at a future Board meeting.

Sue McGill proposed the idea of establishing a designated spring work day for accomplishing such tasks as power-washing patios and siding, cleaning windows, beautifying air conditioner units and patio furniture, replacing rubber garage door strips, hauling away dumpster items, etc. She wanted the owners to understand clearly that all work would be at their own expense, but wondered if the HOA or Property Manager could facilitate vendors and establish a common date. The idea will be discussed in greater detail as spring grows closer.

Motion to Adjourn:

A motion to adjourn the October meeting was made at 9:06 pm by Jim Carmany, and was seconded by Sue McGill. Our next HOA meeting is set for 7:00 pm, Monday, February 9, 2015, at Jonah's.

Respectfully submitted,
Anne Dickison, Secretary