

SUMMIT PARK COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
EMERGENCY MEETING BY E-MAIL
MARCH 29, 2016

An Emergency Meeting of the Board of Directors of the Summit Park Community Association was held by Electronic Mail on Tuesday, March 29, 2016. The President, Mark Cartwright, called the Meeting to order at 2:32 p.m.

Directors Present: Nick Becker
Sean Bell
Mark Cartwright
Kevin Fuller
Iku Sorida

Directors Absent: None

Representing Cardinal: Karen Holthe, CMCA, AMS

Others Present: None

A Motion was duly made, seconded, and unanimously carried to conduct an Emergency Meeting by E-mail to determine the best course of action for the broken and plugged sewer line servicing units 8415 and 8425 Cody Way, and it was imperative that the line be repaired as soon as possible, as it was estimated to be approximately 80 percent blocked and sewage backup had already occurred in two units.

The Directors reviewed the proposal from Scott English Plumbing to repair the broken sewer line. Director Bell requested that another vendor be consulted to obtain a competitive bid, if an expedited proposal could be obtained.

A Motion was duly made, seconded, and unanimously carried to approve either proposal #6068 from Scott English Plumbing to replace the common main sewer servicing units 8415 and 8425 Cody Way at the cost of \$8,900.00, to be charged to reserves, or the anticipated proposal from Owen Plumbing to conduct identical repairs, at a lower cost. Cardinal was requested to contact Owen Plumbing to obtain a cost and then provide approval as quickly as possible to the vendor with the lowest bid who could complete the work.

There being no further business, the Meeting was adjourned with a final email communication from Director Sorida on March 29, 2016 at 7:38 p.m.

Submitted by: Karen Holthe, Director of Property Management

ATTEST:

Mark Cartwright, President

Date

CALL TO
ORDER

UNANIMOUS
CONSENT TO
CONDUCT
MEETING

ALTERNATE
PROPOSAL
REQUESTED

APPROVED
PROPOSAL

ADJOURN

SUBMITTED

ATTEST

SECRETARY CERTIFICATION

CERTIFIED

I, Kevin Fuller, the appointed Secretary of the Summit Park Community Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of the Summit Park Community Association Board of Directors Emergency E-mail Meeting completed on March 29, 2016, as approved by the Board Members in attendance of the Meeting.

Kevin Fuller, Secretary

Date

DRAFT