

SUMMIT PARK COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 3, 2016

The Regular Meeting of the Board of Directors of the Summit Park Community Association was held on Monday, October 3, 2016, in the Association's Clubhouse. The President Mark Cartwright called the Meeting to order at 7 p.m.

CALL TO
ORDER

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

Directors Absent: None

Representing Cardinal: Lisa Bryce, Account Manager

Others Present: Janeen Appleton
Marsha Miller
Nitin Patel

It was announced that the Board met in Executive Session prior to this Meeting to hold non-compliance Hearings.

EXECUTIVE
SESSION

The President, Mark Cartwright, opened the Homeowner Forum.

H/O FORUM

The owner with account #SP-0038-0114-04 was present to inquire on an update for spraying for flies. No action was required.

#SP-0038-0114-
04

The owner with account #SP-0038-0212-01 was present to express concerns regarding fire season. Cardinal was directed to issue a work order to trim the bushes on the slope behind the property.

#SP-0038-0212-
01

As there were no other owners present who wished to address the Board, the Homeowner Forum was closed.

H/O FORUM
CLOSED

Cardinal was requested to add annual tree trimming to the August annual calendar.

ANNUAL
CALENDAR

A Motion was duly made, seconded, and unanimously carried to approve the Regular Meeting Minutes from September 13, 2016, as written. Cardinal was requested to post the "Draft" Minutes to the website.

APPROVAL OF
MINUTES

A Motion was duly made, seconded, and unanimously carried to accept the August 2016 Financial Statement as presented, subject to audit. Cardinal was requested to change brokers to Vince Daigneault at Morgan Stanley.

FINANCIAL
STATEMENT

The Directors reviewed the current aging report. No action was required.

A Motion was duly made, seconded, and unanimously carried to approve the Budget with a \$15.00 per lot per month increase. Cardinal was requested to make the corrections and mail out the budget to the membership.

AGING REPORT
BUDGET

The Directors reviewed the proposal from Caliber Garage Doors. A Motion was duly made, seconded, and unanimously carried to approve the proposal to replace the garage door at 949 Pagossa Way at a cost of \$699.00, to be charged to reserves. Cardinal was requested to notify the vendor of the Board's decision.

CALIBER
GARAGE
DOORS

The Directors discussed insurance deductibles. Cardinal was requested to draft a letter to the membership stating that the Association carries a \$10,000.00 deductible.

INSURANCE
DEDUCTIBLES

The Directors reviewed the proposal from Accurate Termite. A Motion was duly made, seconded, and unanimously carried to approve proposal #1088, for termite treatment at 8481 E. Durango Way at a cost of \$1,000.00. Cardinal was requested to notify the vendor of the Board's decision. Additionally, Cardinal was requested to add the Accurate Termite contract to next month's agenda for review.

ACCURATE
TERMITE

The Directors reviewed the proposal from Fontaine Weatherproofing. A Motion was duly made, seconded, and unanimously carried to approve the proposal for roof repairs at 8498 E. Cody Way at a cost of \$650.00. Cardinal was requested to notify the vendor of the Board's decision.

FONTAINE
WEATHER-
PROOFING

The Directors reviewed the proposal from Vinco Construction. A Motion was duly made, seconded, and unanimously carried to approve proposal #SP 16592 for a utility door replacement at 885 Taos Way at a cost of \$1,595.00, to be charged to reserves. Cardinal was requested to notify the vendor of the Board's decision and inquire if Vinco had the hardware from the previously removed utility door.

VINCO
CONST.

The Directors reviewed proposal #SP 16793 from Vinco Construction to repair the women's shower bench. A Motion was duly made, seconded, and unanimously carried to deny the proposal and request a proposal from Vinco Construction to replace the women's shower bench. Cardinal was directed to obtain a proposal from Vinco Construction.

VINCO
CONST.

The Directors tabled review of the West One janitorial contract increase to next month's meeting.

JANITORIAL
CONTRACT

The Directors reviewed the correspondence from the owner with account #SP-0038-0154-01 requesting the removal of a large tree blocking their view. The homeowner was present. A Motion was duly made, seconded, and unanimously carried to table the request to next month's meeting.

#SP-0038-0154-
01

The Directors discussed the organization of the Board positions. A Motion was duly made, seconded, and unanimously carried to accept Mark Cartwright as President, Sean Bell as Vice President, Kevin Fuller as Secretary, Nick Becker as Treasurer, and Iku

BOARD
POSITIONS

Sorida as the Member at Large. Cardinal was requested to update the Board positions in the server.

There being no further business, the Meeting was adjourned at 7:00 p.m.

Submitted by: Lisa Bryce, Account Manager

ATTEST:

Nick Becker, Treasurer

Date

SECRETARY CERTIFICATION

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 Meeting held October 3, 2016, as approved by the Board Members in attendance of the Meeting.

Kevin Fuller, Secretary

Date

ADJOURN

SUBMIT

ATTEST

CERTIFICATE

