

Surf Pines Association
MINUTES OF THE BOARD OF DIRECTORS MEETING
Meeting House at South Gate

September 20, 2019

I. Call to order

- a) The president called the meeting to order at 4:00 PM

II. Attendees

- a) Board Members: John Yerke, Tom Smith, Gheri Fouts, Peter Durant. Austin Kaufman was excused
- b) Guests: Bob Knutson, Susan Holloway, Shannon Berlant, Katie Weber, Cecelia Mushinskie, Scott Roose, Christian Schaff

III. Approval of agenda

- a) Motion was made to adopt the agenda with the addition of three new items in new business. This was seconded and approved.

IV. Approval of prior meeting's minutes

- a) Motion was made to approve June 28, 2019 Board of Directors meeting and the August 27, 2019 organizational meeting. This was seconded and approved.

V. Reports given from officers and Standing Committees

- a) President: John Yerke
- b) Secretary: Tom Smith
 - (1) Motion was made by Tom Smith to change board policy to allow members and Board of Directors authorized designates to dial into the board meetings. The Board authorizes Tom Smith to research the source and implementation requirements and report back to the board within the next seven days on options.
 - (2) The insurance broker, Bob Knutson, for Surf Pines Association reviewed the insurance coverages for the association. He indicated there was an increase in premiums due to adding coverage for the Surf Pines commercial auto. Package covers property and general liability, commercial auto, workers compensation, Directors and officers, and umbrella liability. He also explained at the directors and officer's coverage covers all Board, Directors Committee members and volunteers of Surf Pines
- c) Treasurers report: Peter Durant
 - (1) The treasurer reported that we have \$321,431 dollars in our checking accounts and current liabilities for \$3974. He indicated that we currently are on budget
 - (2) Motion was made by Treasurer to obtain a credit card for the security person and for the Treasurer to satisfy minor expenses and emergencies respectfully. Limits to be initially set by a Board of Directors at

\$500 dollars a month and \$2000 dollars a month respectfully. President is to establish a policy for administration of credit cards. This was seconded and approved.

- d) Administrator report: Debbie Eddie
 - (a) Administrator reports we currently have 24 delinquent accounts to date.
- e) Roads and Grounds Report: Scott Roose
- f) Safety, Security and Maintenance: Ken Weis
- g) Community Relations Report: Katie Weber
- h) Communications Report: Tom Smith

VI. Reports of Special (Select or Ad Hoc) Committees no reports this meeting

VII. Special Orders no reports this meeting

VIII. Unfinished business

- a) Rental Policies
 - (1) Motion was made by the Secretary and amended by President to postpone indefinitely the tabled rental policy and to reestablish the short-term rental committee comprised of a balanced representation of homeowners with Susan Holloway as chairperson. The committee is to establish a short-term rental policy for consideration by the Board of Directors. The motion was seconded and approved.
- b) Update guiding documents to conform with Federal, State and Local rules.
 - (1) Motion was made by President to form a committee to review the declarations prepared by atty Vial and report back to the Board of Directors. Seconded and approved.
 - (2) Motion was made by the president to replace article XIV(2) of the Articles with the following: "Owners of multiple lots shall be entitled to cast one vote per lot" this is tentatively subject to approval by the homeowners by mail in ballot during the month of October.

IX. New business

- a) Approve New Committee Chairs
 - (1) Motion was made by President to approve the following Committee Chairs: Roads and Grounds Scott Roose, Communications Chad Sweet, Community Relations Cecilia Mushinski. Seconded and approved.
- b) Change of legal representation:
 - (1) Motion was made by the President to retain Christian Zupanic as our primary lawyer for business matters, serving liens, contracts, etc. Seconded and approved.
- c) New Communications Form and procedure Tabled to next meeting
- d) Security Cameras:

- (1) Motion was made by Secretary to have the roads and Grounds Committee review the feasibility and costs of adding Security cameras to our common properties at the gates. and conduct public comments on membership desires. Seconded and approved.
- e) Parliamentary Training
 - (1) Motion was made by Secretary to hire Beverly Przybylski for parliamentary training that will include two hours of training for our board and committee chairpersons for a maximum of \$200 and see if we can share that cost with another HOA. Seconded 1 vote affirmative and three abstentions.

X. Adjournment

Motion to Adjourn the meeting from President at 6:37 PM was made and seconded and approved

Minutes submitted by: Thomas M Smith Secretary

Minutes approved by: Board on November 15, 2019