

**NEW MARK COMMONS HOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
THURSDAY, APRIL 2, 2015**

ATTENDEES: John Hansman, John Brown, Ellen Stein, Dorie Mangan, Magnus Turesson, Jeff Miller, John Daroff, Joe Jordan, Diane Rundell and Jim Denny.

Absent Board members: None - all present

Community Forum: Joe Jordan and Diane Rundell were present for Community Forum. Diane was present as an observer. Joe Jordan sent the Board and email on March 22nd asking them to reconsider their decision not to contribute financially to the repair and renovation of their backyard. He believes there was a misunderstanding on the scope of work he was asking the Board to fund. He was not asking for the Board to pay for any improvement to the back yard but to pay for the repair and maintenance of the drainage system on Association property.

Joe also offered some feedback on the NMC Annual meeting held on March 24th.

Officer and Committee Reports: There were not any committees members present at the meeting.

Upon a motion by Dorie and seconded by Ellen, the minutes of the March 6, 2015 board meeting were unanimously approved.

Election of Officers: Election of Officers: The election of new officers occurs at the first Board meeting after the annual meeting. Ellen Stein nominated John Hansman for president. Dorie Mangan seconded the nomination which passed unanimously. John Hansman nominated Jeff Miller for vice president. Dorie Mangan seconded the nomination which passed unanimously. John Hansman nominated Ellen Stein for secretary/treasurer. Dorie Mangan seconded the nomination which passed unanimously.

Administrators Report

Dues: Jim informed the Board 26 residents have not paid the first installment of the 2015 home owners' association dues. This includes nine residents with a prior year outstanding balance. Jim mentioned 168 NME had been sold to a Florida based company. He will contact the new owner regarding HOA dues for 2015 from the date they bought the home. John Daroff asked if there are documented collection procedures the Association we followed. Jim mentioned we do not have written collection procedures.

Pool pass system: Jim mentioned we will be announcing the new pool pass system in the May newsletter that will be delivered door to door and on www.nextdoor.com. We will also be asking for NMC Directory updates.

Parking lot lights 144,154 and 170 NME: Our electrical contractor, Power Systems Electric (PSE), has been diagnosing the problem with these street lights. Power was restored to the light across from 170 NME. There is not any power at the other two lights. PSE determined

that new underground wiring is needed for the other two lights and recommends a new service panel be installed. After discussion, John Brown made a motion that we accept the PSE proposal to refeed approximately 180' of conduit to the light at 144 NME for a cost not to exceed \$2,373.13. Magnus seconded the motion which passed unanimously.

Jim asked the Board for their approval for a 'not to exceed' amount of \$775 for the replacement of the old fuse panel box with a new panel box with circuit breakers. Jim will evaluate the old panel box and if he determines it should be replaced, he will authorize the replacement. After discussion, John Hansman made a motion that the Board approves a 'not to exceed' \$775 to replace the old panel box if Jim determines the repair is needed. Ellen Stein seconded the motion which passed unanimously.

First quarter financial review: Jim gave the Board an update on the Association's financial status as of March 31, 2015. He presented the Income Statements, actual expenses year-to-date versus the budget and reviewed the Association's Operating and Reserve Funds balances as March 31, 2015.

Old Business

Joe Jordan's email dated 3/22/2015: The Board discussed Joe's presentation from earlier in the meeting along with the 3/22/2015 email. While they realize that almost half of the Jordan's rear yard was Association property, the area has been for the sole use and benefit of the Jordan's for years. After discussion, Magnus made a motion that the Association not commit any funds to the repair, renovation or improvement of the Jordan's backyard. John Hansman seconded the motion which passed unanimously.

2014 annual audit: John Hansman asked that the Board to authorize Jim and him to handle the representation letter going back to our auditors, DeLeon and Stang. Jeff made a motion that Jim and John Hansman take the necessary action to complete the 2014 annual audit. Dorie seconded the motion which passed unanimously.

New Business

Titan Tree Care proposal: We received a proposal from Titan Tree Care for the removal of one dying oak tree and maintenance pruning at several locations in the community for \$3,335. After discussion, Magnus made a motion that we accept the proposal from Titan Tree Care for \$3,335. Jeff seconded the motion which passed unanimously.

Stolburg Landscaping Inc. proposals: Jim gave the Board five proposals from Stolburg Landscaping for tree removal and additional landscape services beyond the scope of our maintenance contract throughout the community. The total of the contracts was \$4,175. After discussion, John Brown made a motion that we accept the proposals from Stolburg Landscaping for \$4,175. Magnus seconded the motion which passed unanimously.

Criterion, Inc. Outdoor Furniture Repair proposal: We received a proposal from Criterion for 15 new chaise lounges at the pool for \$3,080.10. This is the same price we paid for new chaises in 2014. This purchase would complete our four year plan to replace all the chaises at the pool. After discussion, Magnus made a motion that we accept the proposal from Criterion for

15 new chaise lounges at a cost of \$3,080.10. John Brown seconded the motion which passed unanimously.

Insurance renewal: We received a notice of an annual rate increase on our Commercial Liability Package of \$625 approximately 2.5%. There was not an increase for the Workers' Compensation coverage. The new premium for both plans will be \$26,475. Jim mentioned we should receive an invoice from Liberty Mutual this month and we can vote at the May Board meeting.

Jon Bernheimer email to the board: Jon sent Jim an email asking that it be forwarded to the Board for their review and action if they deemed necessary. Jon was asking the Stolburg Landscaping be held responsible for a portion of his emergency vet bill from the Nebel Street Animal Hospital after his dog ate some chicken bones that he believes the Stolburg Landscaping crew left on the ground during their lunch. After discussion, the Board agreed it was an unfortunate incident but could not definitively determine the trash was left by the landscape crew.