

## Board Meeting Minutes 5/4/2013

Board meeting convened at 8:31am on 5/4/2013 at 14 Elnor Rd. Board members present: Ed Fitzgerald, Stephanie Brown, Naomi Smith (absent Carl Moellering, Todd Wise, Lorenda Ward, Danny Savage)

Board announced to all everyone present at this or future board meetings are welcome. Further if anyone has an issue with one or more persons in the room then they (the person objecting to the presence of another) can leave meeting.

**Motion:** The board put forth motion to remove all names of non board members from the 2012 annual meeting minutes. Board members present along with Danny and Todd through email voted affirmative.

**Treasurers' report:** Per an email from Danny: As of Wednesday May 1, 2013 we've collected 123 out of 150 dues. Two outstanding dues for 2012 have liens filed and will be turned over to an attorney soon.

### **Finalize next annual meeting for June. To Do List:**

Need community members to volunteer for upcoming events and committees. Volunteer needed to pass around sign up list for all in attendance, determine quorum and record numbers.

Stephanie and Naomi will put together a list of rules (per the By-Laws) for everyone to follow re: election and voting procedure. Board positions open: (3) 3yr, (2) 2 yr, (1) 1yr terms.

We will need 4-6 volunteers from members attending, 3 to help counts, 2-3 to oversee.

Naomi will work on food items needed. Ed has a charcoal grill to bring. We also need some volunteers to set up food, drinks, and help with other needs.

Current Board of Directors present: Ed will acknowledge their efforts and the communities to include: reserve study, new policy for parking passes, selection of attorney to represent the association, improvements in the CNA website and thanks to everyone that participated in fall and spring clean ups. Ed will also acknowledge 2012 annual meeting minutes and request dispensing with reading the minutes.

**Present financial report for past year:** Danny Savage to include information on the Reserve Study and explain the increase in dues

Stephanie will present brief overview on the decision made re: Management Company.

**Committee:** Board agreed to set up a committee with one board member and 2-3 community members to oversee common area needs to include the docks. The committee will set up their own time schedule and check list. They are to meet 4 times a year to thoroughly inspect common area I and II then submit a report to the board with their findings to include pricing should they recommend repair or replacement. Their inspection dates should coincide with preparing for Spring and Fall clean up dates so the board can plan accordingly. Ed is willing to serve on this committee and would like a community member to be the chair.

**Old Business:** Amending Covenants for Sections 2 and 3. Board agreed to strive for a community all under the same set of governing documents. To the end the board agreed to amend the covenants by removing items 3

through 10. Stephanie will draft a letter to accompany the amended covenants and present to board for approval. Goal is to send it out in July with the next mailing. A ballot will be sent out to sections 2 and 3 for vote.

**CNA website:** Up and running and working great. Naomi will work on new email address and linking it to board members

**Insurance:** Todd got from the current insurance company answers to questions we had about lights, life rings and extinguishers. The company's recommendations are for the basic policy that we have for each common area. These changes will also help us obtain an umbrella policy. The items are: a dock light (which we do have but it doesn't work, solar) 1 life ring and 1 fire extinguisher. Ed will work up a pricing for fixing the lights, 2 life rings, 2 fire extinguishers, 2 waterproof boxes and installation.

**Board Planning Calendar:** Approved and Stephanie will put in final form for the July mailing.

**Community member's questions:**

A community member stated that if we change covenants they need to be notarized as well as the need to hold a public meeting and determine quorum. The Board asked him to site where in by-laws and/or local/state ordinances he feels mandate this procedure. Further to send this to the board via email.

He also requested that this year's Ballots not be destroyed and the board agreed

Ed accidentally left out Sheryl's bio in the last May mailing but will include it in June's handouts at the annual meeting.

Comment: In case of an emergency a board members telephone number needs to appear in common areas. Stephanie will check with Todd on this as he volunteered in the past to put his name and contact number on the board at common area II.

Q. Can questions be asked by non board members during a meeting? It was explained that a rule has been put in place to leave 10-15 minutes at the end of each meeting for these questions so we can keep our time down and cover all agenda items

Q. Secretary's report need to be voted on? The Board explained they developed a procedure early on (see past board meeting minutes) to type up the minutes within 3-5 days after meeting, forward the on to all board members, incorporate any changes they have then finalized and post on the CNA website.

Q. Reserve Study under estimate of costs for repairs section; are members responsible for deck boards as well as pilings on fingers piers? Board said it would have Danny to clarify.

Covenants question for section 1 lot owners; member present claims her 4-12-2013 email got no response from the board. Stephanie said it was sent and she will re-email the response to her questions.

Meeting adjourned 9:40am