

**MARINERS VILLAGE CONDOMINIUM UNIT OWNERS' ASSOCIATION, INC.**

**Board of Directors Meeting**

*Sunday, September 14, 2008, at 2:00pm  
the Cabana at Mariners Landing*

**AGENDA / Meeting Minutes**

1. Determination of quorum -

The board meeting was called to order at 2:00pm. Directors present - Cinda Curfiss, Skip Lowman, Ed Moldenke, Hu Shaffer, and Tom Burns. Property manager Maureen Baker was also present. Tanya Poff, Ja'Ree Thompson and Kevin Humphries were unable to attend.

2. Reading and approval of minutes of previous meetings -

3/29/08 board meeting minutes were approved, and included revision to section 5, item 1.06 requested by Mike Kirkbride, unit 56.

5/3/08 board meeting minutes were approved.

6/28/08 board meeting minutes were approved.

3. Unit owners' comment period –

John Papp, a long term renter of unit 53 was present.

4. Treasurer's report – see new business.

5. Unfinished business (Numbers refer to issue-tracking spreadsheet items) -

1.01 - Storage closets:

Building 1 work was completed. Skip will include \$10,000 in 2009 for closet remediation for the other buildings. Downspouts and doors may be sufficient for the other buildings. It was recommended that John Gauldin be consulted for his recommendations on estimates on the other closets in the other buildings.

1.04 - Cleaning, painting, wood sealing, mold/mildew:

See new business.

1.08 - Concrete walk:

Ed will meet with Alouf to determine timing for repair.

2.04 - Irrigation system:

Some repair work was done. Maureen will check on status.

2.07 - Drainage grading and other Top Notch contract items:

The subject of landscaping and lack of control was a major issue of discussion. Pampas grass, crepe myrtle, and lilies were mentioned as plants that are encroaching significantly. Hu moved and Ed seconded to remove the Pampas grass from all

building landscaping. Motion defeated. Maureen suggested putting together a list of shrubs that pose issues. Maureen will check the Top Notch contract to see if pruning is included, and see if they can make recommendations. Maureen and Cinda are tentatively looking at Thursday 9/18 to meet with Top Notch for a walk through.

2.08 - Reseeding, wildflower planting:

Maureen and Ed will meet with Alouf.

2.09 - Exterior lighting system:

Remediation work by Moores was completed.

3.04 - Unit 49 electric:

Skip will send Maureen the name of the sales closing agent to see if Maureen can determine the closing date.

3.07 - Internet service:

Maureen will check with Matt White to see what the present status of his effort is.

3.10 - Parking lot damage - units 18, 70:

Unit 18: The condition of the parking spot is not great, but the car is gone.

Unit 70: (5/3 minutes) - unit sold at auction; Tanya will check with Jeremy to see if M&J (former owner) will fix.

6. New business –

Treasurer's report and actions:

Current account balances are \$12,481 in the operating account and \$81,977 in the reserve account.

Skip is planning to complete a 3-year rolling budget by Oct 1, consisting of 2008 actualized, 2009, 2010. Work on the closets is done for this year. The expense item for the irrigation pump will be removed. Discussion ensued regarding items budgeted but not completed yet, and whether they should be included in 2008 or moved to next year. Maureen requested a list of what maintenance needs to be done on which buildings.

The reserve study is due for updating in 2010.

Insurance deductible recovery – one unit invoiced for \$2500, not yet paid.

Current A/R balance is over \$11,000.

Skip will provide Maureen and board members data on the propane for billing.

Skip will mark up the final Trinity invoice per Ed's email.

Operating procedures with our new property manager:

Financial reports from the bookkeeper are provided every 2 months per contract with Cindy. Copies are sent to treasurer and property manager.

Process for tasks, issues, approval of bills - authorization from the president, with copy to the treasurer to keep him in the loop and provide the appropriate fiscal check.

Board meeting schedule – there is no set schedule. We will need a meeting in November to discuss and approve the operating budget for 2009.

7. Other items -

Legal support – Ed suggested that we review our relationship with Chadwick Washington in light of the relationship EastLake has with another lawyer, Stuart Sadler. The only issue is that Mr. Sadler is also the lawyer for Mariners Landing, so there might be a conflict of interest.

Mowing cost to M&J for land adjacent to Mariners Village is \$55 per mowing. Maureen asked for information regarding how the cost was obtained. She was directed to consult with Dave Vaden or Tom Wiley for history, and Skip offered to look in his records. An alternative was suggested that M&J could deed the land to the condominium, as it is not useful for any other purpose.

8. Date and time of next BOD meeting – to be determined by email in the interim.

9. Adjournment – The board meeting was adjourned at 4:30pm.

Respectfully submitted,

Tom Burns, Secretary