

**GARRETT'S RUN CONDO ASSOCIATION, INC.**  
**MINUTES OF THE BOARD MEETING**  
**Monday, April 24, 2017**

**1. Call to Order**

The meeting was called to order at 6:30 p.m. in the clubhouse.

**2. Establishment of a Quorum of Directors**

Board members present: President Peter Engel, Secretary Angelo Laviano, and Paul Crow were present on-site. Kathleen Fassler attended via conference call, as did Michelle Davis of Reconcilable Differences. Approximately 26 residents were present. Rosemary was absent.

**3. Financial Report**

Michelle reported that as of March 31, 2017, the Operating account at Sunrise Bank showed a balance of \$82,234, but of that amount \$19,338 was from prepaid assessments, for a net balance of \$62,896. There is \$245,877 in the reserve accounts for future repairs. Accounts receivable is at \$12,079. The largest of that is from unit 802 which is with the collection agency. We are currently \$9,922 under budget for the year.

**4. Unfinished Business – carryover from previous Board**

**A. Unit 602 Window Issue.**

On the 20<sup>th</sup> of April, Peter and Angelo met with the unit owner to inspect the window the owner had installed. All repairs appeared to have been done properly. Due to past water damage, the upper interior frame is damaged. Angelo made a motion that an estimate be obtained to repair or replace the header and that the repair be made at the Association's expense. Kathleen seconded the motion, and it was carried unanimously.

**5. New Business**

**A. New Management Search**

Reconcilable Differences tendered its resignation of the Management Agreement on April 2, 2017. The Board responded by looking at a number of companies that might be able to replace management. A request was submitted to seven management companies. Only four responded. The Board interviewed each of the four companies and chose one. Once the Board receives the contract, it will be forwarded to the Association's attorney for review, which will take approximately four to five days. Peter motioned that the Board engage the services of First Service Residential as the Association Management Company upon contract review and approval. Angelo seconded. All were in favor.

**B. Expansion of Board and Appointment of new Directors**

There has been some concern that four of the five members of the Board only live in the community part time. In an attempt to address these concerns, Peter moved that the Board be expanded to seven members. Angelo seconded the motion and it was passed unanimously. Peter moved that Cheryl Shaton, unit

608, and Robin Katanski, unit 307 be appointed to serve as Directors until the next annual meeting. Angelo seconded, and all were in favor.

**C. Recreational Vehicle Lot**

An issue has been raised regarding the type of vehicles being stored therein. It is believed it will affect the property value if it is used as a storage lot rather than a recreational vehicle lot. A legal description regarding “recreational vehicles” versus other types of vehicles is to be obtained by the Board from the Department of Motor Vehicles. Once the answer is received, a committee will be formed to review the rules and regulations governing this area. Until this information is received from the DMV, this issue will be tabled.

**D. New Procedure for Owner Input**

Peter suggested, on the advice of different management companies, that there be a half hour before each meeting dedicated to listening to the concerns and issues of unit owners. However, it is recommended that before a procedure is implemented, the management company should be in place. Peter recommends the Board makes themselves available after today’s Board meeting to listen to the owner’s concerns. The rest of the Board was in agreement.

**6. Manager’s Report**

Michelle reported that Angel will be in the office on Mondays and Wednesdays from 12:30 pm until 4:30 pm until new management is in place. She said there are outstanding bids/offers that the new board needs to discuss and address. These are stairwells, property signage, and a bulk cable/internet contract modification offer. These issues will need to be discussed with and taken up by the new management company.

**7. Set Next Meeting**

The Board Meetings will be set on a consistent basis throughout the year, except for the months of July and August. The next meeting will be Wednesday, May 17<sup>th</sup> at 6:30 pm. Future meetings will be decided upon at the next meeting.

**8. Adjournment**

There being no further business to transact, the meeting adjourned at 6:53 pm.

Respectfully submitted,

Michelle Davis, CAM, AMS, CMCA  
&  
Angel Alvarado, Administrative Assistant