



MURRAY PARK CONDOMINIUMS

THESE MINUTES ARE A DRAFT AND MAY BE APPROVED AND/OR MODIFIED AT THE NEXT REGULAR MEETING OF THE BOARD OF DIRECTORS.

## MEETING MINUTES

### REGULAR QUARTERLY MEETING OF THE BOARD OF DIRECTORS OF: MURRAY PARK CONDOMINIUMS

LOCATION: Zoom Meeting held at remote locations  
DATE & TIME: 01/24/2024 at 5:30 PM  
CALLED TO ORDER: 5:32 PM  
QUORUM PRESENT: Yes

#### **ATTENDEES:**

##### Board Members:

Gary Hardy, Chair  
Nada Maisse, Secretary  
Dee Wagoner, Director  
Andrew Kualaau, Director

##### Owners & Guests:

Doug Cooper  
Mickayla McDowell  
Paul Voas  
Cathie Perkins  
Jeri Pietzold

##### Management:

Mark Vandervest - FSRE  
Cindy Vandervest - FSRE  
Sunny Arruda - FSRE

#### **CALL TO ORDER:**

Chair Gary Hardy called the meeting to order and thanked all of the Board Members and guests for attending. Gary then turned the meeting over to Community Manager, Mark Vandervest, of FRESH START Real Estate, Inc. to facilitate the meeting.

#### **APPROVAL OF AGENDA:**

Manager Mark Vandervest asked for a motion to approve the agenda. A motion was made and seconded to approve the Agenda as written. The motion was approved unanimously without further discussion.

**NOTE: Unless noted differently, all Board decisions contained in the minutes of the meeting received a motion, a second to the motion, additional discussion, if any, and a vote of a quorum of the Board of Directors.**

#### **OWNER'S FORUM:**

1. **Ice:** An owner said she'd like to discuss the recent Ice storm. Mark, Community Manager stated this was planned to be discussed during new business.

#### **APPROVAL OF MINUTES FROM PRECEDING MEETING:**

1. **October 25, 2023 Regular Meeting Minutes:** A motion was made and seconded to approve the Regular Meeting Minutes from October 25, 2023 as written. There was no additional discussion and the motion passed unanimously.

## **FINANCIAL REPORT(S):**

### **Financial Summary as of 10/31/2023:**

§ Total Operating Funds:	<b>\$ 106,002.87</b>	including pending EFTs
§ Total Reserve Funds:	<b>\$ 190,340.61</b>	including reserves interest
§ Total Cash Assets:	<b>\$ 296,343.48</b>	
§ Total YTD income:	<b>\$ 257,921.99</b>	
§ Total YTD expenses:	<b>\$ 211,384.55</b>	including <b>\$71,933.20</b> of Reserve Expenses collected YTD.
§ Budget vs. Actual <u>Income</u> :	<b>95.92%</b>	
§ Budget vs. Actual <u>Expenses</u> :	<b>63.68%</b>	including <b>52.10%</b> of the total Reserve expenses
§ Total Delinquencies:	<b>\$ 50.00</b>	<b>0 account 91+ days; 0 accounts 61-90 Days; 0 accounts 31-60 days; 1 accounts 0-30 days</b>

### **Financial Summary as of 11/30/2023:**

§ Total Operating Funds:	<b>\$ 113,379.81</b>	including pending EFTs
§ Total Reserve Funds:	<b>\$ 191,104.29</b>	including reserves interest
§ Total Cash Assets:	<b>\$ 304,484.10</b>	
§ Total YTD income:	<b>\$ 281,338.54</b>	
§ Total YTD expenses:	<b>\$ 226,660.48</b>	including <b>\$72,952.08</b> of Reserve Expenses collected YTD.
§ Budget vs. Actual <u>Income</u> :	<b>104.28%</b>	
§ Budget vs. Actual <u>Expenses</u> :	<b>66.72%</b>	including <b>52.10%</b> of the total Reserve expenses
§ Total Delinquencies:	<b>\$ 375.00</b>	<b>0 account 91+ days; 0 accounts 61-90 Days; 1 accounts 31-60 days; 0 accounts 0-30 days</b>

### **Financial Summary as of 12/31/2023:**

§ Total Operating Funds:	<b>\$ 112,106.92</b>	including pending EFTs
§ Total Reserve Funds:	<b>\$ 198,750.69</b>	including reserves interest
§ Total Cash Assets:	<b>\$ 310,857.61</b>	
§ Total YTD income:	<b>\$ 305,932.85</b>	
§ Total YTD expenses:	<b>\$ 226,660.48</b>	including <b>\$79,114.08</b> of Reserve Expenses collected YTD.
§ Budget vs. Actual <u>Income</u> :	<b>105.30%</b>	
§ Budget vs. Actual <u>Expenses</u> :	<b>74.55%</b>	including <b>56.50%</b> of the total Reserve expenses
§ Total Delinquencies:	<b>\$ 375.00</b>	<b>0 account 91+ days; 0 accounts 61-90 Days; 1 account 31-60 days; 2 accounts 0-30 days</b>

*Supporting financial documents, statements, and reconciliations are sent separately to the Board of Directors monthly. Please review the monthly Expense Report, as that will be the best way for the Board to be aware of the actual monthly expenditures and corresponding work that has been performed on the property since the last financial statement report. Please do not hesitate to contact management if you have any questions.*

## **MANAGER'S REPORT (as of 1/24/2024):**

1. **REPAIRS, MAINTENANCE & UPDATES:** The following maintenance updates are for informational purposes only and do not require Board action at this time:
  - a. All sidewalks pressure washed
  - b. Curb & Step painting began
  - c. Monthly garbage mitigation is ongoing (cut up and disposal of large items, correction of overfilled dumpsters).
  - d. Monthly lighting maintenance is ongoing.
  - e. Monthly tree pruning is ongoing.
  - f. Monthly cigarette receptacle cleaning is ongoing.
  
2. **ADMINISTRATION:**
  - a. **Violations (since last meeting – for informational purpose):**
    - i. 12/06/2023: Common Area Violation
    - ii. 12/09/2023: Patio Violation
    - iii. 12/16/2023: Smoking Violation
  - b. **Owner Correspondence & Administration (for Board information only):**
    - i. None
  - c. **Owner Correspondence & Administration (Board Action requested):**
    - i. None

## **OLD BUSINESS:**

1. **Community Lighting:** Flood lights all need to be replaced. The goal is to replace all of the exterior lighting fixtures at the same time to take advantage of bulk purchasing and to provide a consistent look to the community. Flood lights, Front & Back porch lights. The Board will be sent samples and info by email and can choose the style they prefer.

Some Porch lights seem to stay on all day and night unless they are physically turned off. Management will look into some kind of photosensor units that will come on at dusk and turn off at dawn automatically.

## **NEW BUSINESS:**

1. **Emergency Procedures:** A proposal was made to create a Snow/Ice Removal Policy to have in place for future winter storms. This would include things owners should do prior to severe weather events and what would be the Association's responsibility.
  - a. **Hiring someone to come out to remove the ice is nearly impossible.** They can't get out any easier than we can and even if they could, they are swamped with calls during the event. Such services would be very costly and if the snow or ice should continue another day or more, they would have to come back and clear the snow/ice again at the same cost as the first time.
  - b. **Owners need to clear the snow/ice from their own areas as desired.** It would be ok to use salt. Products such as Ice Melt are not approved because they damage concrete and asphalt surfaces. **DO NOT USE KITTY LITTER AS THAT GETS SLIPPERY WHEN SATURATED.**
  
2. **For the record:** Troy Smith has resigned from the Board of Directors.

## **ADJOURNMENT:**

**Next Meeting Date:**

**Wednesday, April 24, 2024 at 5:30 pm via Zoom**

*It is the Board's intention to hold meetings quarterly on the 4<sup>th</sup> Wednesday of every third month. Mark your calendars! The meetings in 2024 are to be held on 7/24/2024 at 5:30 pm (Annual Meeting), and 10/23/2024 at 5:30 pm (Budget Meeting) We hope you can attend.*

**Meeting Adjourned:**

**6:27 PM**

**Minutes Prepared By:**

**FRESH START Real Estate, Inc. - Community Manager**