

MURRAY PARK BOARD OF DIRECTORS MEETING  
MEETING MINUTES  
11/17/21

PRESENT:

Andrew Kualaau, President  
Candace Gray, Secretary  
Gary Hardy, Director  
Dee Wagoner, Director  
Nada Maisse, Director

ATTENDEES: Mark & Cindy Vandervest (FRESH START Real Estate, Inc.), 3 owners

LOCATION: Zoom meeting

1. CALL TO ORDER at 5:07pm
  - a. President Andrew Kualaau welcomed everyone in attendance and turned over the meeting to Mark Vandervest from FRESH START Real Estate to facilitate the meeting.
2. APPROVAL OF AGENDA
  - a. Candace Gray motioned to approve; Gary Hardy seconded; unopposed
3. OWNER'S FORUM
  - a. 14720 has had an Xfinity box on the door step for a few months; needs to go back to Xfinity or UPS store
4. APPROVAL OF MINUTES
  - a. Minutes shared from July 28, 2020
    - i. Not approved due to clerical issues; will review and approve offline
    - ii. Distribution of draft Minutes from September 29, 2021; will remain in draft form until the next annual meeting
5. FINANCIAL REPORT
  - a. Balance Sheet
  - b. Financial Report
    - i. Financials as of 9/30/2021:
    - ii. Total operating funds: \$ 72,179.62 including pending EFTs.
    - iii. Total reserve funds: \$ 95,286.32
    - iv. Total cash assets: \$ 169,488.40
    - v. Total YTD income: \$ 218,349.37
    - vi. Total YTD expenses: \$ 232,069.03 including \$108,660.14 of Reserve expenses.
    - vii. Budget vs. Actual Income: 90.86% collected YTD.
    - viii. Budget vs. Actual Expenses: 97.15% paid YTD incl. 145.52% of Reserve expenses
  - c. Delinquency Report
    - i. Total delinquencies: \$ 998.63 One account on a payment plan (Unit 14734) and one account 0-30 days
6. MANAGER'S REPORT  
Repairs, Maintenance & Updates
  - a. Remove rotten siding at Units 14534 & 14620 replace sub-sheathing around chimney chase and install/paint new flashing and Hardi siding. Dump old materials.
  - b. Pressure wash sidewalk and entry areas starting at building 10 and working clockwise through community.
  - c. Remove all rotten siding, fascia, gutter and moldy drywall in common storage area near Unit 14634. Replace with Hardie-plank siding. Add new drywall inside of storage area. Re-attach gutters, paint to match, dispose of all materials.
  - d. Remove existing deteriorated stairs at 14633 with new material, seal steps, dump old materials.
  - e. Remove rotten handrail and stairs at Unit 14505. Replace 48 2x2x4 cedar balusters, 7 2x6x12, 14x12x12, 3 4x12x16 for staircase, landing, handrails on both sides of stairs, paint to match, dispose old materials.

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- f. Rake debris off of carport roofs, clean gutters, dispose of materials.
- g. Tree trees and bushes throughout community. Stack for removal by Great Gardens.
- h. Repair storage closet door at Unit 14631
- i. Paint unpainted window trim and siding in various areas of community
- j. Gutter maintenance is ongoing (spot maintenance)
- k. Garbage management is ongoing (cut up and disposal of large items, mitigation of overfilled dumpsters)
- l. Lighting maintenance is ongoing

Administration

Compliance & Violations -For informational purpose:

11/16/2021: Patio Violation – 14504

11/16/2021: Patio Violation – 14512

Homeowner Correspondence and Administration

N/A

Action items for Board review

N/A

7. OLD BUSINESS

- a. Capital Contribution Bylaws Amendment
  - i. Passed by over 50% (68.5% response) as of 11/17/21
  - ii. Amendment will need to be signed and notarized, will try to get done in the next week so it can take affect January 1, 2022

8. NEW BUSINESS

- a. 2021 Reserve Study Review
- b. 2022 Proposed Annual Budget
  - i. Gary Hardy motion to approve budget as written; seconded by Andrew Kualaau; none opposed

9. SCHEDULE NEXT MEETING

- a. Wednesday, January 26, 2022 at 5pm: Regular Meeting via Zoom

10. ADJOURNMENT

- a. Meeting Adjourned at 6:10pm; Motioned by Dee Wagoner; Candace Gray seconded

*Minutes drafted by: Candace Gray, Secretary*