

Minutes: Board meeting 2/23/17, 7 pm

Attendees: Usha Jindal, Fan Wu, Elena Levin and Rajiv Saxena

MMI: Dave Friedrichs, Jessica Caudill

1. Revised and consolidated January meeting minutes to reflect meeting agenda.
2. Discussed proposed change in contract with MMI to decrease the amount of money MMI could spend without Board approval. MMI refused to accept the change without raising their monthly fee.
3. Discussed switching to **Online only** payment of dues and residents who choose to pay by coupons will have to pay coupon book cost. Motion by Usha, seconded by Fan Wu. The motion passed. MMI will inform co-owners that those co-owners who still want to make payments through coupons, the cost of printing and sending the coupon book will be \$25.00, and it will be charged to owners starting from 2018 fiscal year.
4. Co-owners who don't pay association dues on time will receive a warning letter after 60 days and then after 90 days MMI will process lien papers on their property. Late fee and cost of processing lien will be charged to co-owners.
5. Discussed and selected contractors for the following services:
 - a. Lawn and Landscape services – selected Canopy
 - b. Repair Catch Basins – selected Mike Kercher
 - c. Clean-out Catch Basins after repairs are done – selected Kovalac ExcavatingAll selected contractors had the lowest bid in their category.
6. Discussed inspections of Pond D (as required by Master Deed).

Motion by Elena, seconded by Fan and motion was passed by 3 votes. AHCA will engage Todd Pascoe from Atwell to conduct the inspection to determine what actions are necessary at this time.

Meeting adjourned at 9 pm.

Jessica Caudill Notes & Assignments from 2/23/17 meeting for MMI Management Company:

1. Make sure to send out ACH forms with July 2017 dues reminder.
2. The Board approved informing the homeowners that there will be a mandatory \$25.00 charge per unit for coupon books in 2018 for anyone not signed up with ACH.
3. Change Jan17 financial report - \$100 (Paul Bairley) to go from acct # 50475 to 50143.
4. In the future use “El Trans” instead of “ELECTRONIC” for the description of payment.
5. The Board agreed to have Todd Pascoe/Atwell to move forward on the Pond D report. Contact Atwell to schedule.
6. Make the community aware of work being done.
7. Follow up on Pond H work to be completed by ATD.
8. Email correct Canopy Landscapes lawn bid to the Board.
9. Coordinate with the Board to decide on a March 2017 date for an open/closed meeting.