**MARINA VILLAS ASSOCIATION**

**BOARD OF DIRECTORS MEETING**

**NOVEMBER 11, 2016**

PRESENT:

 Janet Hutcheson, Lisa Thomas, Bob and Susan Dougherty (MVBOD)

Diane Lee and Geig Lee (FPM)

CONDO ASSOCIATION REPORT:

The Condo Association is discussing marketing options and getting condos addressed.

MINUTES:

J. Hutcheson asked that we add that a quorum was met, in the annual meeting minutes. S. Dougherty made a motion to accept the minutes from the October 14, 2016 annual meeting as amended. L. Thomas seconded this motion and the motion passed.

FINANCIAL REPORT:

B. Dougherty stated the Association has received more income in September. Marina Villas is in great shape financially. Roofing and paving has been done. Dougherty suggest moving forward with the $400.00 increase proposed at the annual meeting. The Board discussed the options of payments.

PROPOSED BUDGET 2017:

B. Dougherty reviewed discussed the proposed 2017 budget. After discussion, the Board agreed to raise regime fees to $700.00 per quarter and the assessments will remain at $225.00 bi- annually. L. Thomas made a motion to approve the 2017 budget as presented. J. Hutcheson seconded this motion and the motion passed. The Board ask that the proposed budget, president’s letter and the new bill be sent out December 1, 2016.

WORK ORDERS:

G. Lee discussed work orders that have been completed. Currently, Unit 327 is in the process of being sold and the following repairs are needed:

Siding at the chimney is rotted, will need to cut out rot and repair

The bottom of the slider door has rot

The downspout drain needs repair

One side of the bridge needs repair

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OLD BUSINESS:

Irrigation: G. Lee feels the biggest problem at Marina Villas is irrigation and he is in the process of getting the figures together for the repairs. An email will be sent to the Board when the cost is available.

Trees: G. Lee has received the estimate by David Wallace for $700.00 to remove the two dead trees at 136/138 E.B.H. Lee also has an estimate for $620.00 to remove the Hickory and Sourwood at Unit 102. After discussion, the Board wants us to proceed.

Landscaping: J. Hutcheson and L. Thomas would like for mulch to be installed this year. G. Lee stated some mulch will be installed this year and he recommends double ground mulch.

G. Lee stated Noel Lutkowski has requested some kind of ground cover or river rock be installed.

Plantings to block pump on Coveview: G. Lee stated the plantings will be a cost to Marina Villas.

G. Lee will meet with Jason to discuss options and present them to the Board at the next meeting.

Lattice around gas tanks: J. Hutcheson stated owners have complied with installing lattice around gas tanks.

Entrance sign: G. Lee stated he has already received approval from CARE and is in the process of having the sign built.

Kayak rack: J. Hutcheson stated a spot has opened up on the rack so she will wait until the need arises to possibly build another rack.

NEW BUSINESS:

Fireplace inspections: G. Lee has received quotes on inspections however, they are high. J. Hutcheson mentioned that she has spoken with Blossman and they will do safety inspections for any units they service for $65.00. G. Lee stated the inspections will be done mid-December. He suggest that any units with gas should have carbon monoxide detectors. J. Hutcheson will have Blossman inspect her units and G. Lee will accompany the inspector. G. Lee stated all wood burning fireplaces must have chimneys cleaned every 3-5 years. Lee and Hutcheson will bring more information regarding this to the next meeting for discussion.

Roof vents: G. Lee discussed installing ridge vents to allow venting lips and help on deteriorating shingles as well as helping with the a/c. Lee would like to get ridge vents installed on the 4 new roofs now.

Review year: The Board will be discussing and reviewing the expenses for the year.

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Old records: G. Lee discussed storage needed for housing old records. Currently, all records are stored in the attic at Foothills Property Management. Due to space, relocating is needed. The cost of storage is $175.00 a year.

New owner’s letter: J. Hutcheson has put together a welcome letter for all new owners to educate them on rules and regulations. L. Thomas will be adding this to the website as well.

MAINTENANCE ISSUES:

J. Hutcheson discussed the 2017 maintenance issues such as some of the rails and steps throughout the community need painting. L. Thomas mentioned light fixtures are in need of repair and cleaning. G. Lee stated the attic insulation should be upgrading due to the old insulation settling. He will get prices and submit to the Board for review. G. Lee stated most repairs can be done in 2016 except for painting. G. Lee feels the repair budget will cover the repairs however, the yearend surplus will be less than previous years.

At this time the meeting went into executive session.

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