

HARBOUR VILLAGE PROPERTY OWNERS ASSOCIATION, Inc.
Minutes of Board Meeting. September 10th 2014

Association President, George Starkus, called the meeting to order at 9:00 am.

Board Members Present: George Starkus, Rich Moreau, Marty Fernsten, Mike Lachman and Vinny Tuccio, were present either in person or via teleconference thus establishing a quorum. Also present was Peter Grant, representing the Association's Management Company.

Notice of Meeting: A Meeting notice with agenda was posted in the required manner in accordance with the Association Bylaws and Florida Statute #718.

Approval of Minutes: Rich Moreau made a motion to approve the minutes of the 7/23/14 Board Meeting as presented. Second by Mike Lachman. All in favor. The motion passed 5:0.

Financial Report: Management presented draft financial statements as of 8/31/14 showing that the Association has \$350,391.94 in cash or cash equivalents and \$357,293.61 in total assets. The August and YTD budget variance reports were discussed and various questions answered.

Internal Controls: Treasurer Mike Lachman asked Management to read through their answers to the internal control audit forms. When finished, Management advised that based on the questionnaire - changes would be made so that there was a separation of financial responsibilities within the accounting for Harbour Village. A book-keeper has been hired by management, at Management's sole expense, to handle the day to day requirements but that individual would not have any check signing ability and Peter Grant would be exclusively responsible for the monthly bank reconciliations and signing of checks. Any checks over \$5,000 will now require the counter signature of a Director. Going forward, within 20 days of the end of each month Management to provide the Treasurer with copies of all check registers, deposit registers, bank statements and reconciliation reports and to be available to answer any questions Directors may have about the reports.

Past Due Accounts: Management advised that the owners of #108 are completely caught up and now have a credit balance.

Old Business:

- **Walkways:** Rich Moreau reported that the pathway over the swale has been completed. It was further suggested that consideration be given to completing a similar style walkway between building #2 and the clubhouse as this area is still a problem in wet weather.
- **Exercise Equipment:** Management advised that the old equipment has been sold for \$300 avoiding the need for the Association to have it removed. Dale Hutcherson, resident of #205 and a personal trainer will be asked to make recommendations as to some smaller replacement equipment.
- **Drainage:** Marty Fernsten made a motion to allocate up to \$2,000 for additional drainage work including pumps where necessary. Second by Rich Moreau. After much discussion the motion was passed 5:0.
- **Pool Violations:** Management advised that several pool violations have been received from the Health Department. The biggest one relates to the staining of the bottom of the pool. Bids have been sought and received to treat the stains. Several options are available – draining the pool and resurfacing of the pool bottom. – draining the pool and acid washing the surface – adding acids and chemicals to the pool water to remove the metal stains from the surface. Costs ranged from \$30,000 down to \$3,000. George Starkus made a motion instructing Management to check references for the selected contractor and if acceptable to have the pool treated without draining and authorizing up to \$3,000 to have this completed as soon as possible knowing that the pool will have to be closed for 7 to 10 days. Second by Marty Fernsten. After further discussion the motion passed 5:0.

New Business: No new business.

The next meeting will be on **10/22/2014 at 9:00AM.**

There being no further business before the Board Rich Moreau made a motion to adjourn. Second by Marty Fernsten. All in favor. The meeting was adjourned.