

Carriage Park Homeowners Association

Board of Directors Meeting Minutes

February 9, 2016

Meeting was called to order at 6:40 p.m. by Dennis Houck. Quorum of the Board of Directors established. Minutes taken and transcribed by Virginia Johnson.

Board members present: Dennis Houck, Tom Liszak, Angela Oakley, Tom Bock and Dan Cornell

Board members absent and excused: None

CPMG Staff: Virginia Johnson, Association Manager

Disclosure: Director Dennis Houck disclosed that he has a conflict of interest as he is serving on the board in an executive director position and owns the grounds under construction and is heavily involved in the construction of the units.

Homeowner Forum: 0 homeowners in attendance

No homeowners present

Approval of January 12, 2016 Meeting Minutes

- **Motion:** to correct and approve the January 27, 2015 minutes, was made by Dennis Houck, seconded by Tom Liszak and passed unanimously.

Note: The changes are to add disclosures -

Financials/Legal:

Discussion: The January 2016 Financials were not approved. President will meet with CPMG finance to discuss. November 2015 and December 2015 are not available from prior Management Company to date.

Old Business & Discussion Items:

Discussion: Dennis Houck gave a construction update.

- **Motion:** to approve the CP &M bid for repairs for a total cost of \$7,075.00 on unit 1425-104 was made by Dennis Houck, seconded by Tom Liszak and passed unanimously.
- **Motion:** to approve the CPMG records retention Policy and instruct CPMG to destroy records older than 3 years, other than those that are required by law to be maintained was made by Dennis Houck, seconded by Dan Cornell and passed unanimously.
- **Motion:** to approve the Metro MCM bid to repair drainage in the area of 1355 and 1365 for a total cost of \$ 6,392.21 was made by Tom Liszak, seconded by Dan Cornell and passed 4 – 0 with Dennis Houck abstaining.

Discussion: regarding the Renovation of 1435 – 103 Association Owned unit was tabled.

Discussion: The units that are experiencing trouble with drainage were discussed. CPMG will set meetings to review what the issues are and bring solutions with CP&M and board members available. Units affected are Betty Kayner, 1425-101, Paul Wormlinger.

Discussion: The Board tabled the draft satellite policy until the March Meeting.

Discussion: The Board tabled the Orten Cavanagh Engagement Letter until the March Meeting.

Discussion: The Board tabled the discussion of the Conduct of Meetings Policy until a future meeting

Discussion: The Board tabled the discussion if the Conflict of Interest Policy until a future meeting.

Discussion: The additional disclosures for CPMG 2016 contract which are FAQ's for relators and costs were reviewed .

Discussion: The Rules and Regulations revisit was tabled until the March Meeting. The Board was tasked with bringing solutions and suggestions to the next meeting.

Discussion: The Board asked about possible stickers for cars to relieve parking issues – CPMG will work with Angela Oakley to bring policy and suggestions to the next meeting.

New Business & Discussion Items:

Discussion: Two of the new residents are having trouble with Century Link and services are not available. CPMG will see what they can do to assist.

Architectural: None.

Correspondence: None

Hearings: None

Adjournment: 8:50 p.m.

Next Meeting: March 8, 2016 at 6:30 PM - CPMG

Executive Session: None

Minutes approved:



Minutes Approved at the 3.8.16 Board Meeting

