

**MARSTON SHORES HOMEOWNERS  
MEETING MINUTES  
MAY 18, 2016, 3:00 PM**

**BOARD MEMBERS PRESENT:** Tom Guetz, Vern Bullard, Sherry Benner, and Jane Oberg.

**OTHERS:** Melanie Welbon, Keith and Freddie Templeton, Deb Bullard, Carol Lehr-Muncaster; Pat White.

**CALL TO ORDER:** The regular monthly meeting was called to order at 3:04PM by President Tom Guetz.

**APPROVAL OF MINUTES:** The minutes of the April 28, 2016 meeting were reviewed. There were several clarifications and the correction of a date. Oberg motioned to approve the minutes as clarified; Bullard seconded; vote was unanimous.

**COMMITTEE REPORTS:**

**ARCHITECTURAL REPORT - Tom Guetz** - There were no requests at this time

**MAINTENANCE REPORT - Vern Bullard** - Vern provided a list of items that were completed, and items that are pending. Brian will oversee these issues from now on.

Completed Maintenance

Unit #18	Painted joists under main deck that had been replaced and not painted
Unit #16	Second coat of paint on downspouts leading to French drain system.
Unit #36	Re-caulked window above front door which had been leaking.
Unit #42	Removed blockage from gutter over garage and resealed connection between gutter and downspout.

Pending Maintenance

Unit #2	Driveway repairs.
Unit #6	Roof on garage flat roof
Unit #12	Front porch steps. Waiting for Phillips.
Unit #29	Need plastic trim board to match. On order.
Unit #34	Water leaking between fascia and gutter on rear deck.
Unit #37	Roof leak status.
Unit #38	Re-work needed on deck replacement done last summer. Waiting for Phillips.
Unit #43	Roof leak status

**LANDSCAPING REPORT - Carol Lehr-Muncaster** - The landscaping committee did a walk and provided a report of landscaping issues. Some issues were also noted on the walk the Board had several weeks back. Brian will write letters where needed

Carol asked Brian to write an email asking owners if they are interested in purchasing rock for the common area behind their houses and having the rock installed as a group. Based on input, Carol will decide if there is interest from owners to warrant pursuing.

Carol reminded owners the conditions for putting pots in the common area: They must be filled with live flowers or plants – no empty pots in common area, and no artificial flowers or plants are allowed.

Homeowner Freddie Templeton asked if she could add Revive ® to the grass. Carol said she prefers to have the HOA do that type of work, but as long as the landscape committee is apprised of the work, it can be done.

A homeowner raked up pine needles around her home and left them to be picked up. Carol said that KC Services does the grounds and Mountain High does the trees. If there are issues, they should be brought to Brian's attention, so he can notify the grounds contractor. This is preferable to owners doing the landscaping contractor's job. If owners want to do additional clean up, they need to dispose of the debris.

### **FINANCIAL REPORTS:**

Jane Oberg reviewed the financial statements for the Board. Brian said he would try and reduce the number of pages for the financial portion of the meeting in future months. The Board agreed to waive any late fees during the transition period. The late fee is \$25.00 per month, and the interest rate is 18 percent per year (1.5% per month).

Brian asked about providing packets for owners attending meetings, so they can follow along. An owner packet would only include the agenda, the minutes, the Balance Sheet and the Budget Performance. The board agreed to this.

The Association had \$52,212.25 in the bank - \$30,309.46 in savings and \$21,902.79 in Checking. The Association is \$1,553.71 over budget, according to the Budget Performance document.

**UNFINISHED BUSINESS:**

**INSURANCE** – The insurance company stated the HOA does not have adequate fidelity insurance. The HOA needs to get additional fidelity coverage or get a bond. The cost to increase the fidelity to \$100,000.00 for the rest of the insurance year is \$52.00. Bullard motioned to approve the increased fee. Benner seconded; vote was unanimous.

The Board asked Brian about the current insurance policy. Brian worked with the office to get the insurance transferred to his office. He will make quarterly payments through the Traveler's website.

**HOA AUDIT** – Brian Reid signed the contract – he has not been given a start date yet.

The Board reminded Brian that the Secretary of State report will be due in June 2016. Brian will check to make sure the DORA registration was done for the HOA for 2016.

**CO-CAL INVOICE** – This will be tabled to a later meeting.

**LANDSCAPE/SPRING CLEAN-UP and SNOW STORM CLEAN-UP** – Both have been completed.

**YELLOW JACKET SPRAY**

The mail person found wasps in the mailbox at mailbox #9. Someone put dryer sheets in the mailbox area. The mail carrier may be responsible for the sheets. Brian will spray the wasps in mailbox #9.

The meeting was adjourned.

The next meeting of the HOA will be held on **Wednesday, June 15, 2016 at the Pinehurst Country Club.**

Respectfully submitted,  
Brian Reid, Managing Agent