

THE BLUE MOUNTAIN LAKE CLUB

Board of Directors – Meeting Minutes

Date: February 11, 2017

Operations Office 9:00 am

The meeting was called to order by Steve Melnick at 9:05 am

Directors in attendance: Steve Melnick, Lynn Ball, Vince Ricci, Michelle Pinnock-Harper, Penny Welliver, Gary Smith and Robert Temple

Others in attendance: Preferred Management: Laurie Gonzalez, Community Manager and Amy Janiszewski, Sr. Managing Partner.

1. Minutes

- a. **Motion 021117-01** made by Steve Melnick and seconded by Lynn Ball to accept and approve the minutes of January 14, 2017. All in favor (Rob Temple abstained – was absent from meeting).
- b. **Motion 021117-02** made by Steve Melnick and seconded by Gary Smith to accept and approve the Special Meeting minutes of January 24, 2017. All in favor.

9:08 am **Motion 021114-03** made by Lynn Ball and seconded by Steve Melnick to move into Executive Session. All in favor

9:18 am the Board re-entered the regular meeting.

2. Road discussion and decision

- a. The Board discussed the very poor and poor condition roads as indicated in the road study report from Kiley and Associates.
 - i. **Motion 021117-04** made by Michelle Pinnock Harper and seconded by Gary Smith to retain the services of Kiley & Associates to create the scope of work for the following road repairs: Archers Mark (100%), Meadowsage Ct (100%), Bowwood Ct (100%), Cabinsglade Ct (100%) and Southshore Meadows (the lower portion from Bowwood Ct to BML Dr) as well as the paving of the office parking lot. Also, the scope of work should include shoulder backup and crack sealing for areas recommended by the engineer. Once this scope of work (specs) are completed Kiley & Assoc. will meet with the Board to review the specs. Management will then send a full RFP to paving contractors. The RFP must require a separate price be provided for each road requested as well as seek bulk pricing (if available) should all be accepted. All in favor.

3. **2017 Reserve Expenses and Capital Improvements:**

- a. **Motion 021117-05** made by Steve Melnick and seconded by Gary Smith to accept the 2017 Reserve Expenditures and 2017 Capital Improvement expenditures as presented by Management with the addition of Southshore Meadows road repair at 65.6% and Archers Mark at 100% (please refer to the attached). All in favor.

4. **Committee Reports**

- a. **Motion 021117-06** made by Gary Smith and seconded by Vince Ricci to approve a Beautification Committee with members to be appointed at the March 11, 2017 Board of Directors meeting. All in favor.
 - i. The Beautification Committee will present ideas to the Board at the March 11, 2017 Board meeting.
- b. **Events Committee:** Michelle Pinnock-Harper provided the Board with event requests of the committee: Senior Social 2/26/17 (coffee, tea, music, cards) with donations of coffee, tea and cookies; April 1, 2017 Wings & Things event; October – Zumbathon for Breast Cancer Awareness; Monthly social gatherings. The Board approved the 2/26/16 Senior Social as well as the April 1st event and October event. Michelle advised that each event would be attended and ran by a designated volunteer of the Events Committee with no cost to the Association.
- c. **Finance Committee:**
 - i. **Motion 021117-07** made by Gary Smith and seconded by Lynn Ball to accept for publication on the Owners Only section of our website, and in our next newsletter the comparison between the total funds BML had in its accounts as of 12/31/15 and 12/31/16. All in favor.
 - ii. **Motion 021117-08** made by Gary Smith and seconded by Vince Ricci to move the funds currently held in a CD with Capital One elsewhere as soon as we can (without incurring a penalty) after checking out where we can obtain the best rate. All in favor.
 - iii. **Motion 021117-09** made by Lynn Ball and seconded by Michelle Pinnock Harper to move \$200,000 from our Operating Account to our Reserve Account. All in favor.
 - iv. **Motion 021117-10** made by Gary Smith and seconded by Lynn Ball to move \$100,000 in the Operating Account to an Operating Contingency line or account. All in favor.

5. **Old Business:**

- a. Bylaws: **Motion 021117-11** made by Gary Smith and seconded by Lynn Ball to move forward with having the association attorney, Ed

Hoffman, write a draft of new bylaws (incorporating existing Bylaws with best practices language, eliminating moot and obsolete provisions) at the cost of \$1,295.00 (charged to Legal Fees). Once the draft is complete, Ed Hoffman will schedule a conference call with the Board to review and discuss one set of revisions. Any additional revisions will be charged at the agreed upon hourly rate. Gary will provide a list (to Laurie) of what the Board would like to have included in the new Bylaws. All in favor.

6. New Business:

- a. Request from State Representative Maureen Madden: **Motion 021117-12** to allow State Representative Maureen Madden (and one assistant) to hold an information event at the BMLC Clubhouse for residents of BMLC only at a date to be determined. It will be agreed to by State Representative Madden that there will be absolutely no media allowed, no photos to be taken, no recordings whatsoever, etc. of this event and will also not be advertised outside of the BMLC community. All costs for refreshments or light snacks will be the responsibility of State Representative Madden. All in favor.
- b. Owner Account Write/Off Adjustment: Motion made by Gary Smith and seconded by Lynn Ball to accept the proposal provided by management to write off a portion of an account balance provided by previous management (see attached proposal). All in favor.

7. Other:

- a. Proposal received from Erb's Landscaping to lease additional space at pole barn for \$100.00 per month plus will pay 50% of electric costs from November through March to run concurrently with existing lease. **Motion 021117-13** to offer Erb's Landscaping the additional space requested at the pole barn for the additional cost of \$281.75 per month plus 50% of the electric cost from November to March to run concurrently with the current lease. Yes: Lynn Ball, Penny Welliver, Michelle Pinnock Harper, Robert Temple. No: Steve Melnick, Gary Smith and Vince Ricci. Motion carried.

Steve Melnick adjourned the meeting at 2:05 pm.

Respectfully submitted by Vince Ricci, Secretary
