

## Fountainview Homeowners' Association, Inc.

March 5, 2014

The Board of Directors of the Fountainview Homeowners' Association met on Wednesday, March 5, 2014 at 6:00 p.m. at the offices of DynaCorp, Inc. Board members present were Debbie Vessa, President; Regina Miller, Vice President; and Pamela Arnold, Secretary/Treasurer. Mozelle Campos, Property Manager, and Nick Sadler from Sunshine Management were present. Charles Young, Homeowner, was present.

The meeting was called to order by Debbie Vessa at 6:00 p.m. The following items were discussed:

- 1) Budget: Pam Arnold gave the following balances in each account as of 1/31/2014:

|  |             |
|--|-------------|
| Operating Account with Sunshine Management | \$13,082.42 |
| Regular Checking                           | \$ 5,371.00 |
| Money Market                               | \$17,555.00 |
| Certificate of Deposit                     | \$45,211.68 |

Pam presented a draft Budget for 2014, a Projected Cash Flow for 2014 and a Budget/Actual for 2013. After a detailed discussion, reviewing each line item, the Board approved the budget as presented. Unanimously passed. Final copies will be distributed at the Annual meeting and are attached to these minutes.

Pam expressed concern about receiving financial reports promptly stating that when the Board receives reports near the end of the following month, it is a challenge to stay on top of expenses and collections in a timely manner.

- 2) Tax Resolution: Nick Sadler submitted a Tax Resolution form to the board and explained that by signing the Resolution, the Board would agree that excess income will be applied to the Reserves or perhaps given back to the homeowners, so that monies will not be taxable income. The signing of the Resolution is optional, not mandatory. If Board adopts Tax Resolution, they would apply excess to the Reserve account as done in the past. Pam will speak with the Association Accountants to determine the best course of action.
- 3) Landscape Contract: The Board reviewed the contract submitted by Custom Landscape. After review of the contract and comparison with last year's contract, the Board voted to approve the contract as submitted. Unanimously passed.
- 4) Collections: Pam stated that the Board currently has six accounts in Collections with our Attorney. These accounts are as follows:
- Marta Paredes
  - Curtis Potter

- Marilyn Harris
- Greg Bell
- Amanda DiStefano
- John Gleason

When accounts are forwarded to the Attorney for collections, the Board can no longer contact the homeowner. The Board prefers to make all reasonable attempts to collect directly with the homeowner prior to turning an account over to the attorney. The Attorney has been successful in collecting accounts that are not severely delinquent, but has had to take more drastic collection efforts with those accounts more seriously delinquent. The Board will continue to take all collection efforts seriously.

- 5) Call for Candidates: The Board will mail a "Call for Candidates" with the Annual Meeting information.
- 6) Charles Young: A former Board member, Charles Young was present and expressed an interest in serving on the Board. Debbie Vessa made a motion to nominate Charles Young to serve on the Board for a three year term. Pam Arnold seconded the motion. Unanimously approved.
- 7) Annual Meeting: The Annual meeting will be held on Wednesday, April 23, 2014 at the offices of DynaCorp, Inc. Among the items to be discussed will be the Approved budget, Call for Board members, Exterior maintenance of homes; reminder of trash and recycle containers and storage thereof. All owners are encouraged to attend the Annual meeting.
- 8) Violations: Mozelle Campos presented the Board with a detailed list of inspection results dated February 20, 2014. She was instructed to send violation letters to those owners with unlicensed vehicles on their property. The Board reviewed the list and thanked Mozelle for her comprehensive report and will give Mozelle direction on each item. The Board agreed that it must be prompt and responsive in addressing issues on the inspection results list so that Mozelle can be prompt in mailing violation letters.
- 9) Introductory Letter and Newsletter: The Board will send a letter to the owners introducing our new property manager, Mozelle Campos. Mozelle will prepare a newsletter to be mailed to owners along with the introductory letter.
- 10) Adjournment: The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Pamela S. Arnold