

**COVES OF HARBOR SPRINGS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MINUTES
February 19, 2019**

The meeting of the Board of Directors of the Coves of Harbor Springs Condominium Association was held on Tuesday, February 19, 2019 at 7:08 p.m. at the Aurora Fire Department, 3770 McCoy Avenue, Aurora.

Present at the meeting: Elsie Bair
 Marcia Moreno
 Kenneth Fields
 Matt White
 Kasey Minard
 Scott Adler, EPI Management

Absent:

MINUTES:

Motion –Motion made by E. Bair to approve the meeting Minutes from November 20, 2018. Motion seconded by M. Moreno. Motion unanimously approved.

Treasurer Report: S. Adler reviewed the Financial Statements as of October 31, 2018:

Total Checking and Savings	\$30,040.77
Total Accounts Receivable	\$35,811.55
Total Assets	\$65,852.32
Total Accounts Payable	\$13,574.60
Total Liabilities	\$30,204.89
Total Equity	\$35,647.43
Total Liability and Equity	\$65,852.32

Motion- Motion made by M. Moreno to approve the Treasure Report as reported for October 31, 2018. Seconded by K. Fields. Motion unanimously approved.

MANAGEMENT REPORT:

- **2018 Audit** – S. Adler presented to the Board of Directors proposals from three Certified Public Accounting firms to conduct an audit on the 2018 financial statements.

Motion-Motion made by K. Minard to approve Kibler Associates to conduct an audit on the 2018 financial statements for a cost of \$3,000. Seconded by K. Fields. Motion unanimously approved.

- **Final Landscape Payment** – S. Adler requested direction from the Board of Directors regarding the release the final landscape maintenance payment to Elevations Landscaping.

Motion-Motion made by E. Bair to release the final landscaping maintenance payment to Elevations Landscaping. Seconded by K. Fields. Motion unanimously approved.

Coves of Harbor Springs

Minutes

- **Proposed Rule Changes** – S. Adler presented to the Board of Directors suggested changes to the Rules and Regulations requiring submission of a Census Card by each owner, changes to the leasing policy, adoption of a Crime Free Leasing Addendum, and addition of rules allowing the association to send official communications to owners via electronic methods. This matter was tabled.
- **Towing Charge** – Owner appealed charge for relocation of her vehicle during the sealcoating project.

Motion-Motion made by K. Minard to sustain the charge. Seconded by M. Mareno. Motion unanimously approved.

- **Account Balance** – The Board of Directors discussed the account balance on a foreclosed unit.

Motion-Motion made by M. White to approve settlement of \$3,200 in satisfaction of the outstanding previous owner’s balance. Seconded by K. Minard. Motion unanimously approved.

- **Scavenger Charge** – The Board of Directors discussed the charge on the owner’s account for removal of furniture from the curb and the associated costs charged to the association.

Motion-Motion made by M. White to reverse the charge against the account and obtain explanation of the cost from the contractor. Seconded by M. Mareno. Motion unanimously approved.

RULE APPEALS: Appeals were reviewed in Executive Session.

INSPECTION REPORT: S. Adler reviewed the inspection report with the board

HOMEOWNERS FORUM:

SALE SUMMERY:

<u>Unit Address</u>	<u>Sale Price</u>
3193 Teal Bay	\$174,900
1768 Middlebury	\$160,000
3191 Ketch	\$184,000

ADJOURNMENT:

Motion- Motion made by E. Bair to adjourn meeting to Executive Session at 9:00 p.m. Seconded by M. Moreno. Motion carried.

Respectfully Submitted:

EPI Management Company, LLC