

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

The meeting of the Board of Directors of the Coves of Harbor Springs Condominium Association was held on Tuesday, November 19, 2019 at 7:04 p.m. at the Aurora Fire Department, 3770 McCoy Avenue, Aurora.

Present at the meeting:       Dianna Hanneman  
                                      Elsie Bair  
                                      Matt White  
                                      Kenneth Fields  
                                      Scott Adler, EPI Management

Absent:                            Marcia Moreno

**MINUTES:**

*Motion –Motion made by D. Hanneman to approve the meeting Minutes from October 15, 2019. Motion seconded by E. Bair. Motion unanimously approved.*

**GUESTS:**

No guests were present.

**Treasurer Report:** S. Adler reviewed the Financial Statements as of October 31, 2019:

Total Checking and Savings	\$226,583
Total Accounts Receivable	\$ 18,369
Total Assets	\$244,952
Total Accounts Payable	\$ 31,739.27
Total Liabilities	\$ 52,706
Total Equity	\$192,246
Total Liability and Equity	\$244,952

*Motion- Motion made by E. Bair to approve the Treasure Report as reported for October 31, 2019. Seconded by D. Hanneman. Motion unanimously approved.*

**MANAGEMENT REPORT:**

- **Delinquency** – Management reported that delinquencies are at \$18,000. Accounts of eight units are past due over 60 days and four are at the attorney.
- **2020 Budget** – The Board of Directors approved the 2020 budget with a 5.3% increase.

*Motion- Motion made by K. Fields to approve the 2020 Budget. Seconded by E. Bair. Motion unanimously approved.*

- **Insurance Claim** – Management updated the Board regarding the status of the claim negotiation with Travelers.
- **Exterior Light Replacements** – Management reported that the exterior lights have been installed and are functioning.

## ***Coves of Harbor Springs***

### ***Minutes***

- **Water Closet Modifications** – Management reported that the new doors will be installed by the end of the week.
- **Landscaping** – Management received four quotes for landscaping for 2020-2022. The Board directed Management to contact Semper Fi to ask them to lower the cost. Management will contact them and email the Board for direction.
- **Tree Trimming** – Management received three quotes for trimming trees that are causing damage to 1786 Middlebury and allowing animals on the roof of 3176 Cambria

***Motion- Motion made by D. Hanneman to approve Davey Tree Service for tree trimming at 1786 Middlebury and 3176 Cambria for a cost of \$765. Seconded by E. Bair. Motion unanimously approved.***

- **1924 Middlebury - Animals in the Attic** – Resident requested reimbursement of \$575 for trapping the squirrels that came in through a large hole in the soffit. Discussion was tabled to Executive Session.
- **POA Clarification for Unit Sales** – Management reported there have been issues with new homeowners unaware of the POA. Management agreed to add information regarding the POA to the cover page of the closing package and add more information about paying assessments for two associations.
- **3189 Ketch Ct.** – Management reported that the bathroom vent has been sealed temporarily and could be replaced for \$549. The Board decided not to replace it at this time since the roof should be replaced next year.

**RULE APPEALS:** Appeals were reviewed in Executive Session.

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

**HOMEOWNERS FORUM:**

**SALE SUMMARY:**

**ADJOURNMENT:**

***Motion- Motion made by E. Bair to adjourn meeting at 8:57 p.m. to Executive Session. Seconded by K. Fields. Motion unanimously approved.***

**EXECUTIVE SESSION:**

- The Board convened to Executive Session to discuss violations of rules and regulations of the association and to discuss a member's or unit owner's unpaid share of common expenses.

**ADJOURNMENT:**

***Motion- Motion made by E. Bair to adjourn meeting at 9:10 p.m. Seconded by K. Fields. Motion unanimously approved.***

***Respectfully Submitted:***

***EPI Management Company, LLC***