

**CLARCONA RESORT CONDOMINIUM
ASSOCIATION, INC.**

**EMERGENCY MEETING
BOARD OF DIRECTORS**

DATE: NOVEMBER 2, 2004

TIME: 2:00 P. M.

PLACE: REC. HALL

AGENDA :

- 1. APPROVAL TO MAIL THE
PROPOSED BUDGET TO THE
UNIT OWNERS.**

Clarcona Resort Condominium Association, Inc.

Board of Directors Emergency Meeting

Minutes

November 2, 2004

- I. **CALL TO ORDER:** Meeting of the Board of Directors was called to order at 2:00 p.m. by Vince Bufalini, President, in the Recreation Hall.
- II. **ROLL CALL:** The roll call of Directors was made by Dan Sievers Secretary. Board members present were: Lee Adkison, Vince Bufalini, Charles Caldwell, Ken Coffman, Lawrence DeGeus, Janet Lawton, Laura Rodriguez and Dan Sievers.
- III. **BUSINESS: Board Approval to mail out the Proposed 2005 Association Budget along with the Detailed Information Sheet:** Motion was made by Chuck Caldwell to mail out the Budget to the Homeowners. Motion was second by Laura Rodriguez

Discussion to the motion was offered and Chuck Caldwell read the Detailed Information Sheet, explaining the process used by the Budget Committee justifying the proposal submitted to the Board of Directors.

Further discussion from all members of the Board and Homeowners present concluded with a corrected motion to attaché a due process letter to the Budget package.

Roll call Vote was taken . Janet Lawton voted NO, All other Directors Yes
Motion Carried 8 yes, 1 no

- IV. **MOTION TO ADJOURN At 2:58 P.M.: BY Lee Adkinson Second by Laura Rodriguez**

Secretary, Dan Sievers

Certified Approved:


_____, Secretary

Date: 1-13-04

File HO Forum

REC'D NOV 2 2004

HOME OWNERS FORUM
OCTOBER 28, 2004

Response

1. Status of the fences along Keene Rd. and Damon Rd.
2. Mosquito Control - Possible purchase of unit.
3. Enforce putting numbers on each unit.
4. Schedule a "Meet the Candidates Night".
5. Status of laundry contract. Add to November meeting agenda.
6. Replace plexiglass on bulletin board by mailboxes.
7. Reward for information on vandalism.
8. Lock Rec Hall at 5:00 P.M. with key kept at the gate.

Done
1-31-05

Request a response on these issues, if possible.

*Make sure
Bath House # 6
gets on Agenda
for Carlos' Family*

Clarcona Resort Condominium Association, Inc.

Board of Directors Emergency Meeting
Minutes
November 2, 2004

- I. **CALL TO ORDER:** Meeting of the Board of Directors was called to order at 2:00 p.m. by Vince Bufalini, President, in the Recreation Hall.
- II. **ROLL CALL:** The roll call of Directors was made by Dan Sievers Secretary. Board members present were: Lee Adkison, Vince Bufalini, Charles Caldwell, Ken Coffman, Lawrence DeGeus, Janet Lawton, Laura Rodriguez and Dan Sievers.
- III. **BUSINESS: Board Approval to mail out the Proposed 2005 Association Budget along with the Detailed Information Sheet:** Motion was made by Chuck Caldwell to mail out the Budget to the Homeowners. Motion was second by Laura Rodriguez

Discussion to the motion was offered and Chuck Caldwell read the Detailed Information Sheet, explaining the process used by the Budget Committee justifying the proposal submitted to the Board of Directors.

Further discussion from all members of the Board and Homeowners present concluded with a corrected motion to attaché a due process letter to the Budget package.

Roll call Vote was taken. Janet Lawton voted NO, All other Directors Yes
Motion Carried 8 yes, 1 no

- IV. **MOTION TO ADJOURN At 2:58 P.M.: BY Lee Adkinson Second by Laura Rodriguez**

Secretary, Dan Sievers

Certified Approved:



Secretary

Date: 11-11-04

Clarcona Resort Condominium Association, Inc.

Board of Directors Regular Meeting

Minutes

October 14, 2004

- I. **CALL TO ORDER:** The Regular October 14, 2004 Meeting of the Board of Directors was called to order at 7:00 p.m. by Vince Bufalini, President, in the Récreation Hall.
- II. **ROLL CALL:** The roll call of Directors was made by the Manager. Every Board member was present in person. Jerald Pierce represented management.
- III. **APPROVAL OF MINUTES:** The minutes of the meetings of the September 23, 2004, Workshop on October 7, and the Emergency Meeting of October 7, 2004 were presented for approval. A motion to approve the September 23 minutes as completed in this October 14, 2004 meeting was made by Dan Sievers, seconded by Laura Rodriguez and passed (Ken Coffman abstained). A motion to approve the October 7 Workshop minutes was made by Dan Sievers, seconded by Laura Rodriguez and was passed (Ken Coffman abstained). A motion to approve the Emergency Meeting of October 7 minutes was made by Dan Sievers, seconded by Laura Rodriguez and was passed (Ken Coffman abstained).
- IV. **OFFICER REPORTS:**
 - A. There was no report from the President.
 - B. There was no report from the Secretary.
 - C. Treasurer's Report: The Treasurer, Ken Coffman reported that copies of the Profit and Loss statement and Balance Sheets were furnished to each Board Member. (Copies were also available for Homeowners.)
- V. **MANAGEMENT REPORT:** The Management Report was given by Jerry Pierce. Copies were distributed to homeowners and are available for inspection in the Condo office. Mr. Pierce read a few issues that he felt were of special interest to homeowners.
- VI. **OLD BUSINESS:** There was no Old Business presented.
- VII. **NEW BUSINESS:**
 1. Key cards for the bath houses. A motion was made by Janet Lawton to ask the manager to obtain bids for installing a key card system at the bath houses and at the pool. The motion was seconded by Laura Rodriguez. Discussion followed, pointing out that the system in use at the gate is an expandable system, installed by ADC and that system plan should be reviewed as a part of this effort. The motion was passed by a unanimous vote.
 2. The three (3) street paving bids were presented for consideration. A motion was made by Dan Sievers, seconded by Ken Coffman to award the bid to Asphalt Preservation Systems. In the course of discussion, Janet Lawton read to the Board a statement that pointed out that each developed condominium has its own reserve fund and that there is a separate fund for the common areas and that we need separate bids for each of the five (5) areas. The full text of those comments is incorporated herein by reference. The condominium manager, Jerry Pierce was asked for comments in regard to the gathering of bids. Pierce stated that 1) a scope of service should be

in place before bids are let and that each bidding contractor should have a copy of that scope of service and should bid on it accordingly and 2) he feels that the Asphalt Preservation Systems bid is comprehensive and that a scope of service can easily be developed from the information contained therein. Pierce further stated that he will be happy to develop the scope of service and re-advertise the bids. Dan Sievers withdrew his earlier motion and Ken Coffman withdrew his second. A new motion was made by Dan Sievers, seconded by Ken Coffman that the manager should, at the earliest opportunity, develop the Scope of Service, divided by the proper Condominiums to be paved and re-advertise the bids and bring the bids thusly obtained back to the Board. A roll call vote was taken and all nine board members voted Yes.

3. The consideration of Bath house bids was tabled because all bids are not yet in. The motion to table was made by Sylvia Colfer, seconded by Laura Rodriguez and was passed unanimously.
4. The issues with the fence along the 800 Block have been resolved by Attorney opinion and President Bufalini announced that the Manager will follow through with getting the written permission and documentation of easement drafted by the attorney.
5. Fence Repairs along 2900 block, along the entrance road and at the Maintenance Barn were discussed. A proposal for the repair has been received and after a motion by Janet Lawton to authorize the Manager to have the repairs done, President Bufalini noted that those repairs are within the purview of the managers authority and that no motion is necessary.
6. A discussion was held regarding a control process for posting notices on the Bulletin Board at the Mail Station. Laura Rodriguez read a lengthy motion regarding having the Board locked and authorizing only the Activities Director to accept notices of for sale to be posted, no larger than 3x5, park activities no more than 8.5x11; notices must have unit #, Name and address and date posted; items will be posted for a maximum of two weeks. After discussion, Ms. Rodriguez agreed to allow the center section to not be locked and to be made available and open for personal views, opinions and other interests and added that to her motion, as well as changing the Plexiglas to a more appropriate material. The motion was seconded by Dan Sievers. The roll call vote was: Adkison, yes; Bufalini, yes; Caldwell, yes; Coffman, yes; Colfer, yes, Degeus, yes; Lawton, no; Rodriguez, yes, Sievers, yes. The motion passed 8 to 1. There was some sentiment that the Association could buy a new bulletin board to replace the one that is not in sad disrepair.
7. The last item on the agenda was the permitting of scooters. Lee Adkison addressed the subject and commented that insurance is an issue and he noted that he located an agent who will write insurance for scooters, golf carts and other motorized vehicles that fall outside the category of automobiles and trucks. Mr. Adkison made a motion that the issue of scooters and other similar vehicles be sent to the AERC for review so that residents might have some guidelines in place before doing their Christmas buying. Laura Rodriguez seconded the motion and it was passed by a unanimous voice vote.

Adjournment

A motion was made by Laura Rodriguez seconded by Dan Sievers that the meeting be adjourned. The meeting was adjourned at approximately 9:00 p.m.

Prepared by Management for the Secretary, Dan Sievers

Certified Approved: _____

Secretary

Date: 11-11-04