

Summit Park Condominium Association
Board of Directors Meeting Minutes
Thursday, January 26, 2017
HOAMCO Flagstaff Office

1. Call to Order: The meeting was called to order by President Vail at 4:14PM.
2. Attendees:
 - a. Board Members present: Melanie Lashlee, Maya Uddin, Nancy Hornewer, Jim Stabler, Diana White, Pat Car
 - b. Board Members present by phone: Teresa Vail
 - c. Board Members absent: None
 - d. Owners Present: Gretchen Burgess
3. Established quorum and approved the meeting minutes from September 19, 2016.
4. HOAMCO Report by Melanie Lashlee:
 - a. Yearend Financials were reviewed and approved.
 - b. Resignation of Ann-Therese O'Sullivan (director at large)
 - c. 2017 Rotation Painting Project – Paint building 6 and building 8, and per quote the total will be \$20,979.05. Add request to paint building 7 as well. Building 6 and 8 on the touch up bid should be included in the first quote for the painting of building 6 and 8. Garages are not on the quote. Hold on to these two bids until after a second opinion. Look at building to confirm the bid description. Building 3 and 4 were worked on in 2016, so why didn't he let us know last year about the repairs he is requesting in this bid? Board is interested, but wants to look at it further. Is the wood replacement on the garages within the quote? There is time to finalize the bid and approve. Approval shall be via email. Melanie will communicate to book sometime in June and in the meantime, the Board can fine tune what actions are needed/not, but go ahead and schedule it. – ON HOLD
 - d. 2017 Parking Lot Crack Sealing – Bid is a total of \$3,000.00 and approved by the board. Nancy signed. Melanie will have this scheduled and complete before monsoon season.
 - e. 2017 Step Replacement – Not every step was replaced last year. Another assessment needs to be performed to determine which steps are left to be done. Cinders will continue to be used on the steps, however ice/snow melt will be used for sidewalks only. Select which steps to put the ice/snow melt on by identifying the steps/area of primary concern.
 - f. Bank Signatures Card – Board's VP (Nancy) and Treasurer (Jim) to be signer of the Schwab account. Communicate with Frank as he is our agent for the Schwab account.
5. Old Business/New Business:
 - a. Form Parking Committee – Table it for next meeting.
 - b. Form Communication Committee
 - c. 2G to 3G upgrade complete
 - d. Letter from owner on use of cinder vs snow melt – Reference section "e. 2017 Step Replacement" in section above.
6. Open Forum
7. Adjournment: There being no further business, the meeting was adjourned at 5:48PM.

Submitted by,

Maya Uddin
Secretary, Board of Director