

Harbor Lights Estates Homeowners Association - Board Meeting Minutes

June 30, 2014

This represented the last Board meeting of the following present Board Members:

Mary Jaffe – President

Daniel Ransom – Treasurer

John Klein – Secretary (Lisa Kirkemo, incoming Secretary for 2014-2015 was approved for taking minutes for John Klein)

2014 – 2015 Elected Board members present:

Kenneth Farmen – President

Mary Jaffe – Vice President

Daniel Ransom – Treasurer

Lisa Kirkemo – Secretary

Other HOA members present: None

Read and Approve Minutes for June 7, 2014 Annual Meeting

Mary Jaffe motioned to table the approval of the minutes until the next meeting to be held July 7, 2014. Motion was seconded by Dan Ransom.

Record final count for June 7 election of officers and approve election results

- Ballots to elect new board members were counted.
- 29 out of 44 ballots were received.
- It was certified that it was a fair election, and the new Board was approved by 66%.

Apprise/Review new HOA Board of association documents and duties

Outgoing President Mary Jaffe went over the various HOA association documents with the new members of the board, which included:

CC&R's and Bylaws

Policies and Procedures regarding:

- Billing and payment of assessment
- Schedule of fines
- Completion of ACC request and Board response
- Filing of complaint – Board response
- Ballots and Election of Board
- Special Assessments

Duties of incoming officers.

Discussion Item:

Several complaints were received regarding where a boat was parked. Mary Jaffe responded to the complainant by letter, explaining the CC&R's that pertained to this incident. The Board approved her sending a letter to the Homeowner who owns the boat.

At 8:00, Mary Jaffe moved that the meeting be adjourned. The motion was seconded by Lisa Kirkemo. Meeting adjourned.

President

Mary Jaffe
Mary Jaffe

Outgoing President 6/30

Secretary

Lisa Kirkemo, acting for John Klein