

Meeting Minutes from Master Assoc. HOA Board Meeting

Master Assoc. Board Meeting to review new web page

Mtg Held March 9 at 2pm at Remax Bldg

Master Assoc Board Attendees:

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| Al Berzett | President |
| Dan Sheffer | Vice President |
| Bob Sedge | Treasurer |
| Kelli Whitehall | Secretary |
| Cole Baas | Member |

Meeting was called to order at 2:10pm by Al Berzett, Master Assoc Board President.

Agenda:

1. Review the new Website

The Board reviewed the new website with Susan Anderson of Landmark.

Overall, the website looked great and a few minor changes were suggested.

The plan is to go live by Monday.

An email will be sent to all Neighborhood HOA Presidents announcing the website is live, along with password information.

2. Proposal for the process of approving payment of non-recurring expenses.

Bob Sedge proposed a modified process, but all agreed there was no issue with the current process. Payment of expenses is specified in the Landmark contract and it will remain as is.

3. Review of who can attend Special Board Meetings.

Bob Sedge stated his interpretation of Special Meetings, and that they are not open meetings.

Upon review of Article 2, Section 4 Special Meetings, no such text is written about being open or closed. However, Kelli suggested going forward that we state clearly in the meeting notices whether they are open or closed. All members agreed.

4. Roadways – Dan Sheffer

In the next few weeks Dan will be taking a survey of the storm sewer system and catch basins for damage and maintenance needs. Dan has recruited Jack Malone (a Peninsula resident) to help, as Jack has a background in this. Once the survey is completed, they will start planning for repairs.

5. ARC update

Dan summarized the first meeting of the new ARC members. The four new committee members are Paul Hagan, Gabi Rohman, John Andrews, and Randy Houston. Dan remains the ARC chair. The ARC will continue to meet the first and third Wednesday of the month to review

application submittals. If you need to contact the ARC please send an email to peninsulamasterassoc@gmail.com. Dan Sheffer will get them to the ARC members.

6. Master Assoc Board Meeting Regular Schedule

The Board discussed establishing a regular meeting schedule, and agreed to meet the second Wednesday of each month at 4pm in the Remax Bldg. The meetings and agendas will be posted on the new web site, and these meetings will be open to residents to listen, unless stated otherwise.

7. Change in office of Treasurer

The Board had a discussion and vote on conflicts of interest, and to avoid any conflicts of interest it was agreed by Kelli Whitehall, Cole Baas, and Al Berzett, to have Cole Baas assume the office of Treasurer.

8. Review open action items

- a. Create an inventory of current home construction and locate the required submittals that were turned in to Royce. The ARC will need this information to close out each new home construction, as required in the ARC code and land use standard. – Dan Sheffer (in work, huge effort)
- b. Get a point of contact for the new Villas to establish the relationship with the developer, and find the construction plan submittals – Kelli Whitehall and Al Berzett Update, a message was left with the developer and no call has been returned. We will keep trying.
- c. Get insurance quotes for the Guard gate houses – Bob Sedge/Susan Anderson Under current casualty policy we were able to add fire/wind/hail coverage as an endorsement. This price was half of the other quotes for a separate policy. The Guard gate houses are now insured at a cost of \$600/yr. This action is closed.

A question came up as to whether the guard houses (front gate and back gate) are deeded to the Master Assoc. It is clear the Master Assoc is responsible for the operation and maintenance of the guard houses, but it is not clear if they are owned by the Master Assoc. Susan took the action to contact Honours for clarification.

The meeting was adjourned at 4:05 pm.