

Mariner's Valley Two Maintenance Association Board Meeting Minutes

February 13, 2020

Meeting called to order at 6:40pm by President Frank Alexich

Board members present: Mike Foley, David Monk, Bill Kern, Marion Baricuatro, Frank Alexich, Alan Gardner, Lonnie Bonds

1. Board of Directors Membership
 - a. Kern shared the schedule for Board Director term roll-offs. The three-year terms of Directors Alexich, Baricuatro and Kern are all completing at the General Membership meeting.
 - i. Alexich, Baricuatro and Kern all expressed a desire to serve another 3-year term.
 - ii. Alexich, Baricuatro and Kern to each submit 100-word (max) candidate statements to Kern for compiling into this year's ballot for general association voting.
2. Preparations for Annual General Membership Meeting – Kern provided a quick summary of the preps for the Annual Meeting:
 - a. Annual General Meeting targeted for Wednesday March 25, 2020
 - i. Kern will contact Koko Head District Park to secure a venue for the Annual Meeting, and coordinate payment to City
 - b. Mailing (and emailing) to General Membership week of Feb 24 including:
 - i. 100-word Statements from Board Candidates
 - ii. Proposed Budget and supplementary notes (discussed in item 4 below)
 - c. We will be certain to include a stamped return envelope in each of the ballots mailed to Members to encourage an increase in responses. Completed ballots will be tallied, and must include a majority (50% plus 1) of eligible association members (current in payment of their dues)
 - d. We currently encourage members to scan their signed ballots and email them to the MV2MA email address. Of our 470 association members, approximately 60 currently utilize email for communications and balloting. For future balloting, we may consider signed voting utilizing electronic signatures (e.g. DocuSign) to encourage more members to use electronic methods for voting.
3. Delinquent Accounts – Monk provided an update on delinquencies being referred to Collections
 - a. There are 7 accounts that are now two years delinquent and will be forwarded for collections. This is about average for the number referred to collections each year.
4. Proposed Budget for FY 2020-21
 - a. Monk reported that the proposed budget for FY 2020-21 is in progress and will be routed by email for review/approval in the coming days
 - b. Kern to review past Board of Water Supply billing statements from paper archives to determine historical water usage (prior to our shutting off water due to leaky irrigation system issues). These historical usage numbers, along with our current billing rate will be used to estimate water/utility line item in the proposed budget
5. Old Business
 - a. Irrigation System Replacement Bids – Bonds provided an update on vendor bids
 - i. We now have 2 vendor bids both based on simple battery-based timer/controls
 - ii. Based on these bids for irrigation system replacement, we need to budget for \$75k for this contract
 - iii. Follow-ups with potential vendors is in progress
 - b. Auditor & Tax Preparation Services

- i. Monk reported that our historical vendor for audit and tax preparation has closed his business
 - ii. Monk currently following-up on potential candidate vendors to provide these services to MV2MA, however most accounting firms are not affordable for the scope of our association's needs.
 - iii. In the meantime, Monk is working to draft our tax returns based on historical filings for review
- c. Bookkeeper Services
- i. Monk reported that our bookkeeper has given notice that she will provide her services till the end of this fiscal year (ending June 30, 2020)
 - ii. A meeting with an interested candidate is scheduled in about 2 weeks, and Monk and Kern will meet with the candidate to see if there's a potential fit.
- d. Tree Trimming services
- i. Alexich reported that the annual tree trimming services is forthcoming, and will contact the vendor to review needs and to schedule the work

7:45pm Foley moved to adjourn the meeting, Monk seconded. Unanimous.

Signature: William Kern

Date: Feb 27, 2020

William Kern – Board Secretary