

THE NEW PROPERTY OWNERS ASSOCIATION OF NEWPORT, INC.

Minutes of Board of Directors Meeting

July 9, 2015

Call to Order

A regular monthly Board of Directors meeting of The New Property Owners Association of Newport, Inc. was held on July 9, 2015, beginning at approximately 5:25 p.m. Those directors in attendance were Margarette Chasteen, Amanda Shaw, Dan Webb, Eileen Fashoro, and Earl Boykin. Carol Jones represented the association. Dan Kasprzak, NPOAN corporate attorney was also present.

In the absence of the President and Vice-President, Margarette Chasteen, Secretary presided over the meeting.

Minutes

A motion was made by Earl Boykin to approve the April 2, 2015, April 9, 2015 and May 26, 2015 minutes. The motion was seconded by Dan Webb. The motion passed unanimously.

Audit Ken Skrabanek presented the results of his audit to the board. His findings were that the association is in good sound financial condition and that his review of the association records showed nothing out of the ordinary. He recommended that the association do a reserve study. He stated that it did not have to be by an outside company that he felt the association could do it in-house. The manager was instructed to prepare a draft over the next few months for the board to review. A motion was made by Earl Boykin to accept the audit. The motion was seconded by Amanda Shaw. The motion passed unanimously.

Financials

The manager presented the June financials. A motion was made by Earl Boykin to approve the financials as submitted. The motion was seconded by Eileen Fashoro. The motion passed unanimously.

A motion was made by Earl Boykin to accept the write off's for April through June 2015 in the amount of \$20,675.24. The motion was seconded by Dan Webb. The motion passed unanimously.

Discussion/Action Items

1. Deed Restriction – Driveways – the manager requested the Board review an old policy on how driveway violations should be handled. After a brief discussion a motion was made by Dan Webb that driveway violations should be handled in the same manner as any other violation with the exception that because of the cost of replacing a driveway, if an extension is requested, a homeowner should have up to nine (9) months to cure the violation. The motion was seconded by Amanda Shaw. The motion passed unanimously.
2. The manager reported that Crosby Volunteer Fire Department requested the Association to place a lock box at the entrance to the lake and river to hold the necessary keys to gain entrance. A motion was made by Dan Webb to have CVFD choose the lock box and the Association would purchase it. The motion was seconded by Earl Boykin. The motion passed unanimously.

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3. The manager presented a change in the rules for the stables so that only property owners and not tenants could stable horses. This change is requested because of some issues with a former renter who presented a lease but did not actually reside in Newport. There are also accounting issues if it is not the property owner. A motion was made by Amanda Shaw to accept the revised stable rules as presented. The motion was seconded by Dan Webb. The motion passed unanimously.
4. The manager presented a request from Jennifer Coulson to study and research Swallow-tailed Kites. Because Ms. Coulson's request requested permission mainly to observe from the hike and bike trails, the board took no action.
5. The manager requested permission from the board to send out statements for delinquent accounts three consecutive months as opposed to quarterly. The cost to prepare and mail the statements is approximately \$700 per month. The board approved the request.

Manager's Update

The manager reported the following:

- The liability insurance premium increased \$6,000 over last year's premium. After investigating it was discovered the increase is due to the number of homes in the community. The insurance company calculated incorrectly last year basing the premium of 2,000 homes when there are 3,600 homes this year.
- The Association's tax return was filed timely and sent by certified mail.
- Centerpointe is still dragging on the street light installation for the first two sections. They gave us another date of July 10, 2015 but no action has been observed.

Executive Session

CONFIDENTIAL HOMEOWNER AND PERSONNEL MATTERS

New Business.

Next Meeting. The next meeting will be August 28, 2015 at the management office.

Adjournment There being no further business, upon motion made by Eileen Fashoro and seconded by Earl Boykin, the meeting adjourned at 7:00 pm.

Respectfully submitted,

Carol Jones,
Community Manager

APPROVED:

Margarette Chasteen, Secretary