

**Harvest Run Phase I & II Homeowners Association
Board of Directors Meeting Minutes
November 17, 2015**

Call to Order:

Pat Dodaro called the meeting to order at 6:00pm. Present board members were Mike Havenga, Dan DeCoster, Navin Patel and Warren Carter. Pat Dodaro represented NW Property Management.

Approval of Agenda:

Approval of Minutes:

Financial Report

Pat presented a summary of the financial statements as of September 30, 2015.

2016 Budget discussion. All board members approved.

Motion by Warren Carter, seconded by Dan DeCoster to adopt 2016 Budget with no increase.

Management Report

Old Business

- A) Elite Lawncare contract for 2016/17/18 Season – Completed
- B) Bike seal coating and repairs 2016 – Out for Bid. 2 more bids
- C) Elm tree removal along bike path – Completed

New Business

- A) Northwest Property Management Contract
 - a. \$25 increase. Same scope. Proposed lock in for 2 years.
- B) Meeting Dates
 - a. 1) Annual BOD, October
 - b. 2) Adopting the budget, TBD
 - c. Committees as needed throughout the year (ie. Landscaping committee)
- C) Newsletter
 - a. Warren to draft 2016 HOA Newsletter
- D) BOD Assignment of duties, Lee Ellis Resignation
 - a. President – Warren Carter
 - b. Treasurer – Dan DeCoster
 - c. Secretary – Mike Havenga
 - d. Director – Navin Patel
 - e. Director – Open
 - f. Director – Open
 - g. Director - Open

Open to Homeowners: None present.

Executive Session: NA

Adjournment:

Motion by Mike Havenga and seconded by Navin Patel to adjourn the meeting at 6:30pm.

Next Meeting: Annual BOD Meeting - TBD - 2016