

MARIANA COVE BOARD MEETING

August 9, 2017

708 Cove Ct.

The meeting was called to order at 10:09AM,

- Board members were in attendance: Larry Sisemore, Holly Trumble, Diane Sisemore, Jan Smaby, Property Managers Bob and Marilyn Wiltgen, Board Members excused, Craig Van Wechel. LRP(Long Range Planning) Chair Len Koch. Residents also in attendance were Tom Boesch, Jane Bock, Eleni Rodriguez, and Gary Buschy.
- A quorum was verified and the minutes from the July 13th, 2017 meeting were reviewed, and recommended clarifications and corrections were discussed and approved.
- Mariana Cove HOA member feedback
 - An anonymous letter was sent to some residents in the community containing negative comments about the HOA and the Property Managers. The Board rejected and will continue to reject any and all anonymous correspondence. A copy of the letter will be filed for future reference in the event of a reoccurrence resulting in an investigation. Let it be known, at no time has the board ever distrusted our Property Managers, Marilyn and Bob Wiltgen.
 - Some members in attendance shared their satisfaction with the great job that the Wiltgen's are doing as the Cove property managers.
 - Others shared they thought the dues should be raised or perhaps an assessment implemented to complete some of the large projects that are pending.
- Officer Reports
 - President's Report, Holly Trumble, discussed the necessity of conducting monthly board meetings to complete the budget process for 2018, complete the property management contract changes necessary to support Mariana Cove HOA and Bob and Marilyn Wiltgen in regard to the new state laws pertaining to both and to complete the processes supporting the contract changes for transition to future boards.
 - Treasurer's Report, Jan Smaby, Marilyn produced a P & L based on a new proposed budget format at Jan's request. It reflects in detail the income and costs of the Cove operation. The most significant change shows tasks performed by outside contractors and improvement projects in order to show costs over time. The Board has not approved the proposed as of yet. The goal of the new budget format is to accomplish a zero based budget. This requires an accurate baseline from which to begin. Jan and Marilyn will continue to 'test' the proposed format to make sure it will result in a clearer financial picture for the community and provide a more accurate financial picture by which to plan. A meeting will be scheduled to complete the budget process for 2018.
 - Marilyn shared the new process of invoice review and how it increased the transparency for the board.
 - The board voted and all approved that mis-categorized items will be moved to the correct categories to facilitate the move to zero based budgeting.
 - The board voted and all approved to cap over budget categories. Any spending out of a capped category will require board approval.
- Secretary's Report - Diane Sisemore, shared the progress on the Communication Plan. She showed a breakdown of three phases. The first phase is to develop dependable email distribution

list of those in the community who wish to receive information from the board this way. This will be complete by 10/23/17. Phase II will be to implement a fully functional website. A message board was suggested and will be worked into the plan. Phase III will be a Community News Letter. Jan moved to approve the communication plan. All voted in favor.

- Committee Reports:

- Social Committee: Holly Trumble reported that the date for the Oktoberfest will be October 21st from 4 - 7. Volunteers are Welcome!
- Long Range Planning Committee: Len Koch shared the next steps of the committee will be to research the initial projects, verify, vet and cost each project, and do neighborhood listening sessions to hear the ideas of the community. Len defined four 'neighborhoods' in the Cove;
 - Lighthouse Point - Carl Bock and Marilyn McIntyre
 - Lower Cove Drive - Ray Walker
 - Upper Cove Drive - Gary Buschy and Judy Marten
 - Cape Dory Drive - Larry and Diane Sisemore
- Research has begun on some ideas:
 - Boedecker Lake Access - Can the HOA own the surface rights as part of a consortium? Do we want to?
 - New developments - What are they doing? What will maintain/improve property values that is being done in new developments? - Ray Walker
 - Wildlife and Conservation
 - Pedestrian path up the islands on Cove for member safety.
 - Nautical Post Replacement - Len Koch and Tom Clark
 - Ash Tree treatment or replacement - Tom Boesch will get a count
- Property Management Report - Bob is communicating with the city to address the severe drop off along the newly paved streets. Members of the community in attendance voiced their concerns regarding possible injury due to the drop.
- Bob and Larry will walk the cove to determine a standard of maintenance for driveways.
- Violation Report - Marilyn provided a status for all active violations and action will be taken where appropriate.

Unfinished Business

- The Property Management Contract: The board is modifying the contract, upon advice of HOA attorney.

New Business:

- The next board meetings are scheduled as follows:
 - September 7th, 2017 at 10:00 AM at 708 Cove Ct.
 - October 12th, 2017 at 10:00 AM at 708 Cove Ct
 - The annual meeting is scheduled for November 15, 2017 7:00PM at Namaqua Elementary School in the Library.
 - LRP/Board work session on Oct 17, 2017 10AM

The meeting was adjourned at 12:38 PM

Minutes Respectfully submitted
Diane Sisemore, Secretary