

Asociacion de Usuarios de Marina Sol, A.C.
Minutes, Board of Directors Meeting
February 12, 2011

The President called the meeting to order at 9:05 am. Those present were:

Board Members: Henry Dale Penney, Lisa Seace, Lorie Alice Luiza, Anthony Phillip Peluso, Bartholomew Anthony Cuomo, Steven David Dutra, William Rodney Fawthrop

Vigilance Committee: Clint Suveges, Larry Walters, Claire Griffith

Also present were Manager Lucia Fregoso Melin, Rick Greenhead, Barry Doorman, Leticia Tolosa Rendon, and Dinah Briggs.

Vigilance Committee President Clint Suveges checked the FM3s and verified that all documents were in order.

The agenda was reviewed and some items were added. Lisa Seace moved that we approve the agenda. The motion was seconded by Bill Fawthrop. The motion passed unanimously.

The meeting was adjourned at 9:15 for the Walk Around.

The meeting was reconvened at 10:55a.m. The resulting punch list is appended.

Bart Cuomo moved that we approve the minutes from the 11/11/10 Board Meeting. Lisa Seace seconded the motion. The motion passed unanimously.

There was no President's Report.

The Treasurer's Report, (appended), was presented by Lorie Luiza. The Balance Sheet, Bank Accounts, Operating Statement and Dues Collection Report were all reviewed. Lorie reviewed notable variations. The water treatment system and pool repairs have saved us over \$17,000 USD on water bills. Washer/Dryer collections have doubled in recent months since the implementation of new collection procedures. An increase in Social Security costs was due to the extra labor associated with the sidewalk and plumbing projects. Overall, we are currently tracking about \$17,000 USD over budget. Lorie and Lucia continue to make good progress on delinquent dues collections. Bart complemented Lorie on presenting the best Balance Sheet he has seen in years.

The Treasurer's Report was accepted by the Board.

The Manager's Report, (appended), was presented by Lucia Fregoso Melin. New recycle bins have been installed for recycling of aluminum, plastic, and glass. Use of the recycle bins will reduce our regular collection costs by \$1,600 pesos per month.

Lucia was directed by the Board to order some needed elevator parts. She will get a price on having our maintenance company replace all burnt out button and floor indicator lights.

She was also directed to obtain bids for upgrading the plumbing in B-Building as was done in C and D.

The Board approved the purchase of a replacement security monitor for the office, (approx. \$350.00 USD), and one replacement security camera.

A vendor came to the office recently and claimed to have installed a new Hot Tub heater about 2 years ago. As the Board knew nothing about this, Lucia was instructed to have the vendor present proof of the work having been done. Signed invoices, work orders and serial numbers will be requested.

The Manager's report was accepted by the Board.

Bart Cuomo made a motion to replace the tile in the elevators with Travertine tiles already purchased and in storage at Marina Sola the labor cost will be minimal. Anthony seconded the motion. The motion passed unanimously.

The Vigilance Committee report, (verbal), was presented by the various members of the committee. Lorenzo commented on the parking challenges and complemented Lucia on a job well done. Claire also complemented Lucia saying Marina Sol looks better than it has in years. Clint Suveges complimented Lucia on her hard work and accomplishments over the past 3 months. The Vigilance committee asked for earlier and more complete communication from the Board. Specifically, meeting agendas, draft minutes, and to be copied on all resolutions and motions made by the Board between quarterly meetings. The Board agreed to do this.

It was asked whether or not an extra guard was planned for Spring Break. President Penney responded that the Board did intend to have an extra temporary guard on for the Spring Break period.

Clint brought up the need for new bellman luggage carts. After discussion, the matter was tabled until New Business.

Claire Griffith reported for the **Maintenance Manager Search Committee**. We had received a number of resumes for the position, but it was felt that none were exceptionally qualified. Opinions and discussion questioning the need to fill this position were offered by Lorenzo Walters, Clint Suveges, Dinah Briggs, Rick Greenhead, Leticia Tulosa, Lucia Fregoso and various Board members. The general consensus was that Lucia was doing a fine job and with additional office help she could continue to manage Marina Sol without the hiring of a Maintenance manager.

A presentation was made by Serttel to upgrade the wireless internet ant Marina Sol. The project would include upgrading central equipment as well as 4-5 antennas in the hall on each floor of A-Building. Cost of \$14,900.00 USD. It was decided to present the information to the HOA and put on the ballot at the next HOA meeting.

On the TV reception, Rick Greenhead said the signal from the receivers in the office was not good and they needed to be replaced. It was also speculated that the cabling to the condos was

old and of poor quality and may be contributing to the poor picture quality in many condos. An invoice for \$8,900.00 USD from Mark in August 2009 listed 15 new Holland amplifiers. The ones in the office are not that brand. Mark to be contacted as to whether these were actually replaced.

Old Business:

Dinah Briggs' Bodega. Tax records show her bodega is not owned by Marina Sol HOA. The Board withdrew its demand for a lease agreement and apologized for acting on incorrect information. However, the tax records show that her purchase from Lynn Lorenz was never completed properly and recorded on the tax records. The Board asked that she clear this up. She said she had already taken the steps. Bart points out that we need to figure out what HOA dues will need to be paid and for what period going back. It is agreed that the original regime papers should be checked for any mitigating information.

Rick Greenhead supervised the pulling of cables and installing the rest of the 16 security cameras. He reported that one of the cameras needed replacement and we needed one new monitor.

We want to provide copies of the old vs. new Baja Condo laws to the HOA for their review before the April HOA meeting. We have an English version of the new law, but are searching for an English copy of the old law that we now operate under. We may have to pay for a translation.

Discussion of Lessees' rights with regard to parking or other privileges reserved for owners. Unclear conclusion until we have a translation of the Condo Laws.

Henry will bring a 3-minute timer to the HOA meeting to limit each speaker's time.

There was a question regarding the expiration date of our insurance. The policy expires May 11, 2011.

Factura from Jim Waldie. President Penney said he would make another request to Jim Waldie for a facture regarding work on the pool and surrounding areas. (Note: it was determined after the meeting that no facture was required as no taxable items were sold to Marina Sol. An invoice for Waldie's services is on file in the Marina Sol office).

Terrace painting is still in process on A Building. Lucia says that 20 have been painted and that the project should be completed soon.

Lucia was directed to order the patio light sconces needed to complete this changeover.

It was noted that the office needs keys to all units for emergencies. Office helper should determine which are needed and request them from owners.

Status of the sprinkler timers is unknown.

A motion was made by Bill Fawthrop to purchase 15 new lounge chairs. The motion was seconded by Anthony Peluso and passed unanimously.

A discussion of security procedures took place. It was generally felt that the guards are beginning to do a better job with enforcement.

Water pressure problems were discussed. Jose will be directed check on the water pressure complaints. Lorenzo pointed out that we are short a pump on B-Building. President Penney directed that the pump be replaced.

Lucia presented two bids for replacing Jim Anderson's garage door that was badly damaged during the C-Building pipe repair project. A motion was made by Steve Dutra to accept the low bid of \$750.00 USD. Lorie Luiza seconded the motion. The motion passed unanimously. Lucia was instructed to proceed with the low bid.

The unapproved air conditioning with lattice enclosure on the balcony of D103, (Lynn Barrow), was discussed. The project manager Claire Griffith offered her reasons for not obtaining prior approval. A motion was made by Steven Dutra to approve the project retroactively but with a \$100.00 USD fine for the bylaw violation. Bart Cuomo seconded the motion. The motion carried 5-1 with Bill Fawthrop dissenting. Lisa Seace abstained.

Lucia was directed to attempt to find plans of the courtyard so that we could note the positions of recently installed electrical conduit and water pipes.

The Board authorized manager, Lucia Fregoso, to begin looking for an extra guard as a temporary hire for the March/April Spring Break period.

Bruce Smith and Clint Suveges requested permission for a private satellite dish in D Building. Lorie Luiza made a motion to approve a dish to be placed on the overhang portion of the D-Building roof at the extreme Southeast corner of the building. A letter from Bruce Smith and Clint Suveges accepting liability for any roof damages resulting from the dish installation would be required. Anthony Peluso seconded the motion. The motion passed unanimously.

A discussion on the A-Building parking issues took place. Bylaws and policies must be enforced. Clint informed us that there is now reasonably priced airport monthly parking. We need to get this information out to the HOA in the newsletter. Bart made a motion that cars parked without moving for more than 4 days be fined \$80.00 USD per month May to October and \$200.00 USD per month November to April. Lisa Seace seconded the motion. The motion passed unanimously.

A motion was made by Bart Cuomo to approve up to \$1000.00 USD to buy 2 new bellman luggage carts to replace the old wobbly ones currently in use. Dinah Briggs and Leticia Tulosa will research. Bill Fawthrop seconded the motion. The motion carried unanimously.

A motion was made by Lorie Luiza to grant power of attorney to Lucia Fregoso plus one of either Rick Greenhead or Jim Waldie to represent Marina Sol in legal matters in absence of Board Members. Lisa Seace seconded the motion. The motion passed unanimously.

Lucia was asked to contact the city to see if speed bumps could be re-installed in the street in front of Marina Sol.

Correspondence

Manager Lucia Fregoso was instructed to fine A704B, (John Pinkerman), and A203, (Susan Newman), for pet violations since written notices were not complied with.

A letter was received from Brad Pollock asking that a parking permit be given to his tenant, Gail. A letter will be sent to Brad informing him that the bylaws only allow owner parking under the A Building.

The Board went into Executive Session at 3:30 pm to discuss personnel and collections matters.

The meeting reconvened at 3:55.

A motion was made by Lorie Luiza to supplement Juan's, (the Gardener), government disability payments with a voluntary contribution of \$200.00 USD per month, as is customary in Mexico. Bill Fawthrop seconded the motion. The motion passed unanimously.

A motion was made by Lorie Luiza to allocate \$250.00 USD to buy an appreciation gift for Rick Greenhead for all his work in installing the security camera system and working on the internet upgrades. Bart Cuomo seconded the motion. The motion passed unanimously.

The meeting was adjourned at 4:20 p.m.

Internet votes, 11/15/10-2/11/11

12/11/10 Motion by Lorie Luiza to approve up to \$1,000.00 USD for the employee Christmas Party and gifts. Motion passed unanimously.

12/22/10 Bart Cuomo made a motion to issue bonuses to Lucia and Lupe to be paid 1/2/11. The motion passed 6-1 with Lorie Luiza dissenting, (Lorie was for the bonus, but disagreed on the amount).

1/4/11 Steven Dutra made a motion to accept Rick Greenhead's suggestion to increase out wireless bandwidth from 2mps to 6mps for approx. \$70.00 USD per month. The motion carried unanimously.

1/4/11 Lucia was directed to purchase cable needed to complete the installation of the security cameras. Cost: \$2948.77 USD. 1/24/11 Lucia reports that our staff began installation under the direction of Rick Greenhead.

Respectfully submitted,

Steven Dutra, Secretary