

**Edgartown Forest Estates Association**  
**WEBSITE MINUTES OF THE BOARD OF DIRECTOR'S MEETING – JUNE 24, 2015**

**Board members present:** Ira Certner, Tim Dacey (via videoconference), Mary Leddy, Cris Mayhew, Julie Russell and Kathleen Samways

**Board members absent:** Dorie Godfrey and Kenny Ivory

The minutes from the May Board meeting were approved.

**Treasurer's Report:**

Ira presented the proposed budget for Fiscal Year 2015-2016. The income is based on annual homeowner assessments minus an estimated number of nonpayment. There is an expected lien payoff from a pending sale so that was added to the income. The budget is level budgeted so the expenditures are based on projected income. The previous year's expenses are used as a basis for formulating the line item amounts. Last year a few items came over such as snow plowing since it was a particularly snowy winter and the Maintenance Manager was over by \$1733. A few items were under budget so it mainly balanced out. We were over budget by \$3327 but that was drawn from the extra \$5000 that was carried over from the previous year.

For the current year's budget (June 2015-May 2016), \$10,000 will be carried over from excess revenue of 2014/15 into the operating account to provide a buffer unexpected expenses and to help with cash flow. An additional 2014/15 excess of revenue over expenses of about \$12,000 will be deposited into the reserve account.

The Board approved the 2015/16 budget unanimously.

Ira is sending out the Annual Assessment invoices and is adding a printout to anyone who has an outstanding lien to remind them how much they owe to date including their accrued interest.

Julie filed the Annual report to the state, which is required for corporations.

**Old Business:**

Covenant Violations: The Board is continuing to address covenant violations at Dodgers Hole Rd. and Dodgers Hole Rd. Both homeowners have previously been sent letters requesting that they address the covenant violations but there have been no results. The Board has received several complaints about DH Rd. where there are garbage, debris and work materials all over the property. We have asked the Board lawyer, Candy Nichols, to send letters to the homeowners to demand they bring their property into compliance with the covenants. The draft letters were reviewed and finalized for Candy to send. It was suggested to send them by both regular mail and registered mail.

The Board approved the second reading of the "Manual of Protocols and Procedures". It was requested that the Annual Tickler of Board Responsibilities be completed by the Clerk. Any future changes could be done by an amendment. It was noted that the tickler has been completed and is on the board google drive.

**Maintenance Report:**

Kenny was not present at the meeting and there was no maintenance report but several maintenance issues were discussed. A tree fell on the cul-de-sac on Flamingo Rd., blocking the road. The Board will pay for a tree service to clear the tree and put the wood onto the owner's property.

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**New Business:**

The current contracts for maintenance and administrative services are based on an hourly rate instead of the usual fee for service. Our present system is more like an employee relationship instead of an independent contractor. The new model would contract for specified services based on a fee for services rate. The Board approved a motion to terminate the 2 current hourly contracts (Administrator and Maintenance Manager) and change these contracts to fee for service contracts. The Board will ask the Board lawyer to send a letter by July 1st to terminate the current contracts within 60 days. The new contracts will be put out to bid.

The Board also discussed that by changing our current system of having a paid Maintenance Manager we could also decide to just contract out each individual job separately instead of having a Maintenance Manager. Julie also offered to do some of the jobs currently done by the Board Administrator under her position as Assistant Treasurer.

**Annual Meeting:** The Board set the Annual meeting tentatively for Sept. 12th and will be decide on a definite date at the next Board meeting. The next Board meeting will be July 15th at 5:45pm at the Common lot.

Respectfully Submitted,  
Mary Leddy