

**BOARD OF DIRECTORS MEETING
SUTTON LAKES OWNERS ASSOCIATION
December 17th, 2018
6:30 p.m.
Front pool: 1813 Willesdon Drive E.**

- 1. Roll Call:** *Quorum established. Meeting called to order at 6:35pm.* Franco-Vice President, Ian MacKenzie- Director, Roman Jones- Treasurer; Misty O'Connell- Property Manager
- 2. Approval of Minutes:** November 19th, 2018
 - Motion: Ian
 - Seconded: Enrico
 - All in Favor
- 3. President's Comments:**
 - The Board formally accepted Board President, John Chapman's, resignation from the Board. He is in process of selling his home and moving to another part of town.
 - Motion: Roman
 - Seconded: Khema
 - All in Favor
- 4. Approval of Financials:** November
 - Motion: Ian
 - Seconded: Enrico
 - All in Favor
- 5. Management Report:**
 - New list of active violations provided to Board
 - Back pool repairs will be completed first quarter of 2019
 - Financials: as of November 30th
 - Operating: \$76,360.42
 - Union Money Market: \$87,178.92
 - TIAA Money Market: \$244,902.89
 - Delinquency Balance: \$179,883.03 down \$20,695 from Sept.
 - Highest Balance: Sabourin \$9,053.83 (Chapter 11): Sal researching

6. Old Business:

A. Adopt 2019 Budget:

- Motion:
- Seconded:
- All in Favor

B. Security Patrol Contract: Giddens Security

- Contract is on a month to month basis
- Will patrol 5 evenings per week; with alternating schedules
- Vehicle will be marked
- Contract starts first week of January 2019
- Officer will complete reports and submit to Management
 - Motion: Ian
 - Seconded: Khema
 - All in Favor

7. New Business:

A. Board Organization:

- Board members will remain in positions until Annual Meeting 2019

B. Winter Newsletter:

- Discussion for Newsletter topics: Yard waste, Geese, Security updates

8. Open Forum: N/A

9. Adjournment: 7:11pm (Khema/Roman)