

NORTHFORK PROPERTY OWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

**Tuesday, January 15, 2008 @ 7:00 pm
(Bristol Management Services Offices)**

QUORUM: Dan Guisinger, Anthony Cardillo, Dan Perez, Debbie Poumakis Rumball, John Wood and Gary Troast were present. Phil Smillie was absent. Carolynne Casale represented Bristol Management. Those members present determined a quorum of the Board.

CALL TO ORDER: Dan Guisinger called the meeting to order at 7:02 p.m.

APPROVAL OF PREVIOUS MEETING MINUTES:

A motion was made by Anthony Cardillo to accept the minutes from the meeting held on Tuesday, November 20, 2007; the motion received a second from John Wood and was unanimously carried by the Board.

FINANCIAL REPORT: Dan Perez accepted the December financials as presented by Bristol Management. Based on the Reserve Study by John Frazer, the reserves were shy \$294,000. Dan Perez recommended that the board meet with Mr. Frazer to review the reports for the East and West sides before making any adjustments to the current budget. A meeting with Mr. Frazer will be requested on the evening of the February board meeting. Bristol Management will make the necessary arrangements.

Dan Perez also requested information regarding the tax ramifications (15% to 30%) of the reserves interest currently at approximately \$13,000. Bristol Management will confirm this directly to Dan Perez.

MANAGER'S REPORT: attached.

COMMITTEE REPORTS:

Architectural Committee:

- 1) 127 NRDW – Although the landscaping was approved by the ARB, the pergola and concrete slab, kitchen and lighting items were not. The board has requested that Bristol Management send the owners a letter asking for additional information for these items to be sent to the ARB for review.
- 2) 118 NRDW – This owner has accepted the process of mediation to settle this ARB issue. The board has selected a mediator and agreed to send two board directors to the mediation. This information, due to its legality and sensitivity, will be communicated directly to the Association's attorney.
- 3) Community Inspection - Bristol Management will prepare a summary of those units that received a non-compliance notice back in November and what resolutions, if any, have been made in this regard. The report will be sent to Mike Whalin, who will present these findings to the board at the February meeting. Further action will be determined at this time.

Landscaping Committee: Debbie Poumakis Rumball presented the board with the Landscaping Committee's choice of contractor to install the plant materials at the entry areas on the east and west sides of North Fork. The committee has narrowed the choices down to Parker Landscaping and Nature's Landscape. She will contact both landscapers and ask them for a final proposal, as several changes were made to the original plan (e.g. retaining some existing plant materials that were earmarked to be removed, etc.). A final presentation will be prepared for the next board meeting in February.

Based on the outcome of the reserve study meeting with Mr. Frazer and the net proceeds to be expected from the reserves interest, the board hopes to vote on the total allowable expenditures for this project at the February meeting.

Tract D: Mrs. Rumball also brought to the board's attention the fact that this area, though part of the common area of the North Fork POA, has failed to be adequately maintained for the past six or seven years by the landscaping companies. The board agreed to have JB Challenge address this area as soon as possible.

OLD BUSINESS:

- ARB Community Inspections – See ARB committee actions above.

NEW BUSINESS:

- **West Side Amenities:** The board requested that Bristol Management obtain proposals to resurface the tennis court, fix the fence around one of the tennis courts and obtain new tennis court nets to present to the board at the February meeting.

Adjournment:

With no other business to come before the Board of Directors, a motion was made by to adjourn; the meeting was adjourned at 9:09 p.m.

Next Meeting: The next Board of Director's meeting is scheduled for February 19, 2008.

Respectfully submitted,

Carolynne Casale

Carolynne Casale, LCAM

Feb. 19, 2008

For and on Behalf of the Board of Directors
Approved