

**Two Rivers Homeowners Association
Board of Directors Meeting
Minutes
February 11, 2016**

Present: Board members: Victor Miller, Bob Fontaine, Jack Adkins, Erica Olsen, Nancy Soares, Patrick Wirta, and Darrin Pampaian, representing Sentry Management was Christian Brockl.

Notification of meeting: Notification of meeting was delivered via email on February 4, 2016.

1. **Call to Order:** The meeting was called to order at 7:00 p.m. by President Victor Miller.
2. **Minutes:** Minutes from the January 21, 2016 Board of Directors meeting were read and reviewed. **Motion:** A motion was made to accept the minutes as presented. (Miller; Fontaine; passed).
3. **Financials:** January 2016 financials were presented and reviewed by Treasurer, Jack Adkins. Contractual Shorelines and Non-Contract Shoreline need to be adjusted.
 - a. **Collections.** Accounts receivable report was discussed and past collections cases against homeowners. **Motion:** Motion was made to write off debt, and not collect from former homeowner at 582 W Watergrove. (Miller; Pampaian; passed) **Motion:** A motion was made to accept the January financials as presented. (Miller; Fontaine; passed.)
4. **Management Report:** Accepted as reported.
 - a. Management presented and asked for the board to review the Committee roster, and update with current information.
5. **Old Business:**
 - a. Parking Lot on Channel Way. Victor reviewed current state of the Parking lot on Channel Way. Issue was settled with an 8-0 vote in previous meeting. All Sub-Associations agreed to leave the parking lot alone, and the board will not do anything more to remove or fix, or remediate the parking lot.
6. **New Business:**
 - a. Code of Conduct. Board members signed the Code of Conduct.
 - b. Clubhouse Contract. Tabled until March Meeting.
 - c. Paperless Meetings. Next meeting bring paper and try electronic means as well.
7. **Operations:**

**Two Rivers Home Owners Association
Board of Directors Meeting
January 21, 2016 Following Annual Meeting
Two Rivers Clubhouse
Minutes**

Present: Board members: Victor Miller, Bob Fontaine, Nancy Soares, Jack Adkins, Patrick Wirta, Darrin Pampaian, and Erica Olsen. Sentry Management represented by Christian Brockl.

1. **Call to Order:** Meeting was called to order at 8:00 pm. by President Victor Miller.

2. **Minutes:** Minutes from the November 12, 2015 Board of Directors meeting, and the Minutes from the January 6, 2016 Special Meeting were read and reviewed. **Motion:** A Motion was made to accept the minutes as presented. (Miller; Wirta; passed)

3. **New Business:**
 - a. **Elections of Officers.** The board discussed the 4 officers needed to operate the association. A Slate of officers was put forth before the board. **Motion:** A Motion was made to accept the slate of officers stated. (Miller; Soares; passed)

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| President | Victor Miller |
| Vice President | Bob Fontaine |
| Secretary | Erica Olsen |
| Treasurer | Jack Adkins |

 - b. **Committee Chairs:** **Motion:** A Motion was made to accept the slate of committee chairs as presented. (Miller; Soares; passed).

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| Common Area Landscaping | Nancy Soares |
| Management of Pond Water Acquisition | Darren Pampaian |
| Pond and Waterfall Maintenance | Patrick Wirta |
| Water Acquisition | Darrin Pampaian |
| Policy Development | Bob Fontaine |
| ACC | Tom Schowalter |
| Community Socials, Clubhouse | Erica Olsen |

 - c. **Banking:** Jack discussed the maturation of two Board held CD's. The board decided that the CD's will be cashed out and money put into ICCU. **Motion:** Motion to cash CD's that are maturing and move \$50,000 into ICCU. (Adkins; Miller; passed)

4. **Future Meeting Dates (Clubhouse at 7:00pm Second Thursday.)**
 - February 11, 2016
 - March 10, 2016
 - April 14, 2016
 - May 12, 2016

June 9, 2016

Adjournment: Meeting adjourned at 8:20 pm.

Prepared and respectfully submitted by Christian Brockl, on behalf of Erica Olsen,
Secretary of the Two Rivers Home Owners Association.

A handwritten signature in cursive script, appearing to read "Erica Olsen", written over a horizontal line.

Erica Olsen, Secretary Two Rivers Homeowners Association Inc.