

REPORTS

- **President's Report (Deb Houston)** None
- **Secretary's Report (Andy Behn)**
 - 1 Update on Scanning Project. Andy Behn queried as to how the scanning is needed and what papers the attorney already has. **DAN MCKILLOP moved that Andy Behn be approved to inspect and catalog the documents in possession of the attorney. DEB HOUSTON seconded.** It was agreed that the location of all documents needs to be established. It was noted that there is no time limit for the documents to be given over. **The Motion allowing Andy Behn to inspect and catalog the documents in possession of the attorney was approved unanimously.**
 - 2 Missing Documents. Andy Behn said that, as Secretary, he requires copies of all documents and provided examples. It was established that Bob Chenard has Mary Lynn Matthews' petition. The Compliance Committee (Vivian Zabik) will be asked about the complaint against Lot 221. On closed meetings, it was noted that the date and subject of a closed meeting should be placed on record but that the Secretary should keep a confidential record of any confidential decisions.
- **Treasurer's Report (Jim Holthaus)**
 1. Approve September 2012 Financial Report. **DAN MCKILLOP moved to approve the September Financial Report. JACKIE VIZZI seconded.** A number of queries were raised. It was agreed that Andy Behn will provide Jim Holthaus with a list of questions for the bookkeeper, to be answered prior to the next meeting. A Financial Workshop was suggested. **DAN MCKILLOP rescinded the Motion to approve the September report and moved to table it. JACKIE VIZZI seconded. The Motion was approved unanimously.**
 2. Letter to Residents with Delinquent Dues. It was noted that letters are being sent out to residents with delinquent dues. Andy Behn requested a copy. It was stressed that the collection of dues annually allows the Association to pay ongoing bills. It was also noted that the first budget meeting is the first Wednesday after Thanksgiving. A list of capital projects needs to be established. All previous members of the Budget Committee are still in place.

Committee Reports

- **Ad Hoc Committee** (Jackie Vizzi/Dan McKillop/Dale Ream). A Hearing had been scheduled to take place but the judge said that insufficient time had been allocated for the proceedings. A new time is awaited. **CHRIS THOMAS moved that, if an invoice is received for the time spent in court, the Board will review it prior to any payment. LARRY BROTHERTON seconded. The Motion was approved unanimously.**
- **Construction Committee** (Andy Behn, Gary James). The Committee will review Variances and ensure that support documentation is in place. Andy Behn is collecting all the Specifications and going back through the Minutes. A Policy is

Board approved 1-14-13 DN