

**DAYBREAK COMMUNITY ASSOCIATION  
OPEN BOARD OF DIRECTORS MEETING  
August 30, 2017**

The Open Board of Directors Meeting of the Daybreak Community Association was held August 30, 2017 at the Daybreak Community Center.

**Board of Directors present were:**  
Cameron Jackson, Secretary  
Rulon Dutson, Treasurer  
Michael Czipka, Resident Member  
Joe Mitchell, Resident Member

**Management Company present were:**  
Suzanne Gamvroulas, Community Manager  
Frankie Pettley, Office Manager

**Board of Directors excused were:**  
Ty McCutcheon, President

Quorum was established with two voting members present.

**Call to Order:**

Rulon Dutson called the meeting to order at 6:00 PM.

**Zero Harm Share:**

What types of things should we be aware of regarding health and safety this time of year?

**Approval of Meeting Minutes:**

**Motion:** A motion was made by Cameron Jackson, seconded by Rulon Dutson and unanimously carried to approve the minutes from the May 31, 2017, Open Board of Directors Meeting as written.

**Reports:**

Treasurer's Report – *Rulon Dutson reported to the Board.*

- i. Review of the unaudited monthly financial statements for July, 2017.

**Motion:** A motion was made by Cameron Jackson, seconded by Rulon Dutson and unanimously carried to approve the unaudited monthly financial statements for July, 2017.

- ii. Review of the delinquency report.  
As of July 30, 2017 the accounts receivable total of accounts over 60 days delinquent is \$254,530.73 (3.70% delinquency rate). This is an increase of \$69,027.96 from June due to 2<sup>nd</sup> quarter assessments. The number of delinquent owners is 290 (6.20%). Out of those who are delinquent, 106 (36.56%), also belong to a sub-association and 43 (14.83%) have a balance due of \$100 or less.
- iii. Management recommended that two accounts be sent to the attorney for collections totaling \$1,933.02.

**Motion:** A motion was made by Cameron Jackson, seconded by Rulon Dutson and unanimously carried to send two accounts to the attorney for collection totaling \$1,933.02.

Management Report – Suzanne Gamvroulas reported to the Board.

- i. Discussion was held regarding items on the Management Report.

Communications Report – Tanner Gooch reported to the Board.

- i. Discussion was held regarding the bi-annual community survey.

**Old Business:**

Duffy Boat Motor

- i. Discussion was held regarding upgrading the Duffy Boat motor. The original motor is no longer made so Management is looking into alternate options and will keep the Board apprised.

**New Business:**

Nominating Committee Charter

- i. Discussion was held regarding adopting the charter for the Nominating Committee.

**Motion:** A motion was made by Cameron Jackson, seconded by Rulon Dutson and unanimously carried to approve the charter for the Nominating Committee.

2016 Audit

- i. Discussion was held regarding the 2016 financial audit.

**Motion:** A motion was made by Rulon Dutson, seconded by Cameron Jackson and unanimously carried to adopt the 2016 audit.

Telephone System Contract

- i. Discussion was held regarding the HOA and DCC telephone system contract that is up at the end of 2017. Management will get more information regarding how the system is backed up and inform the Board.

Copier Contract

- i. Discussion was held regarding renewing the copier contract with Ricoh.

**Motion:** A motion was made by Rulon Dutson, seconded by Cameron Jackson and unanimously carried to approve a 60 month contract with Ricoh for \$299.00 per month plus copy costs.

Home Business Applications

- i. Discussion was held regarding three home business applications. Curtis Child Care, lot 4-150, Love Lash Studio, lot 3-546, and Light Works Energy Balance, lot 8-119.

**Motion:** A motion was made by Rulon Dutson, seconded by Cameron Jackson and unanimously carried to approve Curtis Child Care, Love Lash Studio, and Light Works Energy Balance.

**Open Forum:**

The residents in attendance addressed the Board with the following:

- i. How often are open meetings
- ii. Can meetings be at 6:30 or 7:00
- iii. How to get a second email on the distribution list
- iv. The rentals on Navarro Way; can the rental policy be changed
- v. Parking on Vermillion Drive in Eastlake
- vi. When will Daybreak get a dog park
- vii. Serendipity is a catch all for construction debris can it be kept clean
- viii. FCS not taking calls
- ix. Dog feces and not leashed at the lofts & flats
- x. The danger of the round about on South Jordan Pkwy by the lofts & flats

- xi. Trailers & boats being parked in the alley way
- xii. The drainage swale on Millerton Drive has broken pipes and green sludge in it
- xiii. When will the mail boxes be installed in Creekside (and greater Daybreak)

**Adjourn:**

**Motion:** There being no further business, a motion was made by Cameron Jackson, seconded by Rulon Dutson and unanimously carried to adjourn at 7:45 PM.

Approved and respectfully submitted by Ty McCutcheon, President, Daybreak Community Association.

  
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Ty McCutcheon, President

2.29.13  
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Date