

**DAYBREAK COMMUNITY ASSOCIATION
OPEN BOARD OF DIRECTORS MEETING
May 31, 2017**

The Open Board of Directors Meeting of the Daybreak Community Association was held May 31, 2017 at the Daybreak Community Center.

Board of Directors present were:

Ty McCutcheon, President
Cameron Jackson, Secretary
Rulon Dutson, Treasurer
Michael Czipka, Resident Member
Joe Mitchell, Resident Member

Management Company present were:

Suzanne Thomas, Community Manager
Frankie Pettley, Office Manager

Quorum was established with three voting members present.

Call to Order:

Ty McCutcheon called the meeting to order at 6:01 PM.

Zero Harm Share:

What should we be aware of when trying to help someone in danger?

Approval of Meeting Minutes:

Motion: A motion was made by Rulon Dutson, seconded by Cameron Jackson and unanimously carried to approve the minutes from the February 22 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 April, 2017.

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

- ii. Review of the delinquency report.
As of April 30, 2017 the accounts receivable total is \$368,274.05 (5.36% delinquency rate). This is an increase of \$166,976.57 from March due to 2nd quarter assessments. The number of delinquent owners is 937 (20.55%). Out of those who are delinquent, 299 (31.91%), also belong to a sub-association and 321 (34.26%) have a balance due of \$100 or less.

- iii. Management recommended that four accounts be sent to the attorney for collections totaling \$4,917.97

Motion: A motion was made by Rulon Dutson, seconded by Cameron Jackson and unanimously carried to send four accounts to the attorney for collection totaling \$4,917.97.

- iv. Management recommended that one account be written off to bad debt due to bankruptcy totaling \$1,650.50.

Motion: A motion was made by Rulon Dutson, seconded by Cameron Jackson and unanimously carried to write off one account to bad debt due to bankruptcy totaling \$1,650.50.

- v. Management recommended two accounts begin the foreclosure process due to the attorney not being able to find the debtor.

Motion: A motion was made by Rulon Dutson, seconded by Cameron Jackson and unanimously carried to begin the foreclosure process on two accounts.

Management Report – Suzanne Thomas 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.
- ii. Discussion was held regarding online swimming lesson registration.

Old Business:

Spin Room AV Upgrade

- i. Discussion was held regarding upgrading the AV equipment in the Spin Room. The Board requested more information regarding costs and equipment type.

New Business:

Common Area Turnovers

- i. Discussion was held regarding turning over Heights Park, Paseo 10D, and Paseo 9I to the Association.

Motion: A motion was made by Rulon Dutson, seconded by Cameron Jackson and unanimously carried to approve the turnover of Heights Park, Paseo 10D and Paseo 9I to the Association.

Home Business Applications

- i. There were no home business applications to discuss.

Open Forum:


The residents in attendance addressed the Board with the following:

- i. Why are residents required to pay for CenturyLink internet?

Adjourn:

Motion: There being no further business, a motion was made by Rulon Dutson, seconded by Cameron Jackson and unanimously carried to adjourn at 6:43 PM.

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



Ty McCutcheon, President

9.1.17

Date