



**Board of Directors
Special Meeting Minutes**

March 28, 2016

(4:30 PM King's Deer Golf Course Clubhouse)

Members Present: Stephanie Waltman, President
Kathy Carlson, Secretary
Joe Carlson, Treasurer
Dan Snelling, ACC
Patrick Staffieri, Common Areas
Kris Salo, Director at Large

Members Absent: Joe Willis, Vice President

Meeting was called to order at 4:37 PM by Board President Stephanie Waltman.

Board President Stephanie Waltman called for the two proposals received in response to our Request for Proposal for Community Management Services to be opened.

Muldoon Associates – Monthly Management Fee \$4,248.00

MSI Management Specialists – Monthly Management Fee \$4,500.00
Alternate quote with one meeting attended per month \$2,500.00

Additional fees were also noted as detailed in each of the two Proposals.

Following discussion, it was decided that each Board member would participate in the review and analysis of the Proposals. Electronic copies of the Proposals will be sent to the Board by Stephanie, and Kathy will send out an RFP Response Worksheet. Joe C. will do number comparisons of each Proposal, and in relationship to current costs. Kris will look into comparable cost estimates of executive directors.

Kathy moved and Pat seconded a motion to implement logs for Patricia, Executive Director, for recording walk-in traffic, phone calls and emails. The motion passed unanimously.

President Stephanie adjourned the meeting at 5:30 PM.

Minutes respectfully submitted by Kathy Carlson, Secretary

Approved: _____