

VACC Board Phone Conference

Sunday, May 10 at 2:30 pm

Board members present: Valerie Faden, Bryan Soronson, Erica Mendoza

- The meeting was called to address questions surrounding the Shore Thing contract and to clarify how to move forward to recapture any funds that may be due to VACC upon termination of the contract. Some Board members were being asked questions about the Shore Thing contract and were unable to answer them.
- Question: Why was Valerie Faden's home address on the estimate/invoices from Shore Thing rather than Excel Property Management?
 - Answer: It is not uncommon for Board Presidents to use their personal address when soliciting bids from vendors for contracts with VACC since there is no physical address for the HOA. It is not necessary for Excel's address to be used on everything. Shore Thing only has electronic estimates/invoices and no paper estimate or invoices were generated by Shore Thing.
- Question: Do the by-laws require two signatures on contracts. Who signed this contract? Was there an actual contract because the Board only saw an estimate?
 - Answer: The Board President signed the contract on behalf of the HOA after receiving Board approval to proceed with the Shore Thing contract. It was done electronically so there was only one space for a signature. The electronic estimate was the electronic contract. No paper contract was generated by Shore Thing.

A discussion took place around the by-laws requiring two signatures. It is important that we follow the requirements outlined in the by-laws for the protection of both the Board and the Community. It was suggested we need to obtain two signatures on the current Sposato contract. Valerie agreed to obtain the Sposato contract for Board signatures.

- Discussion regarding Shore Thing's termination of the contract. Bryan and Alan offered to get involved with Shore Thing to obtain an accounting of services and to determine what amount of money may be owed to VACC when they resigned.
 - Bryan and Alan had a phone call on 5.9.2020 to discuss the issue. The two of them volunteered to contact Shore Thing and work together to obtain any outstanding funds that may be due to the Association after receiving details from Excel as to any communication and possible progress that Excel had made.
 - Emails contained invoices sent to Excel authorizing payment by Valerie. It is not uncommon for the Board President to approve invoices for payment.
 - Bryan would like VACC to approach Shore Thing in a professional manner, the way any business contract would be handled. If Shore Thing ended the contract before providing all of the services VACC paid for, VACC should be refunded that money. Everyone agreed.
 - Bryan offered to get involved to determine what steps Excel has taken and how to develop a plan to move forward. Bryan indicated he would like to schedule something sooner rather than later. A tentative meeting with Excel was scheduled for Monday, 5.11.2020.
- Discussion about drafting an email for a VACC community update. A community update will be sent to Excel for distribution on Monday, 5.11.2020. We hope this message is another step in continuing Board communications and further demonstrating that the Board is actively trying to recover any monies that may be due to VACC.