



20555 SW Rosa Rd. • Aloha • OR • 97078-3712

CCHOA Monthly Board Meeting Minutes for  
January 14, 2016

Meeting called to order at 7:07pm

Board members present: Don Duncan, Kevin Miller, Kim Colvin, Jason Mastrantonio, Kathy Copeland

Board members absent: Tara Stewart

Kelli Sepulveda resigned some time prior to this meeting.

Code of conduct reminder.

Minutes for November were approved unanimously. Kathy moved, Kim seconded.

There was no meeting in December. There was no quorum, so meeting was canceled and no minutes were taken.

No PIPs were submitted for approval.

Owner comments: There are a lot of Property Standards violations. A homeowner on Newcastle has expanded the house into the garage. Another homeowner has 2 outbuildings in the back yard and they're not the same color as the house.

President's Report on Maintenance Committee 2016 – Don Duncan: Five members met in December to address major maintenance projects such as the Rec. Center and pool repairs. Terry Graham, Jerry Sherrill, Kathy Copeland, Cory Meyer, and Don Duncan. What assets are going to be used until they fail? Goal is to identify the assets (listed in the Reserve Study) that need to be fixed/updated within the next fiscal year. Both Kathy & Jerry have been obtaining quotes. Committee suggests that pool use be fee based, one person hired to maintain pool, and possibly not hire lifeguards.

Vice President: No report given.

Treasurer's Report: Kim Colvin

As of 1/10/16:

Checking account balance:	\$ 7,204.49
Money Market balance:	\$28,043.55
<u>Reserve balance:</u>	<u>\$47,176.13</u>
Total:	\$82,424.17

86% of 2015-16 dues have been collected and 93% of the 2015-16 RV Lot rents. The 2 RV Lot renters have been sent invoices with a note stating that failure to pay rental will result in forfeiture of the space and property occupying the space may be towed at renter's expense.

39 members have accounts in arrears in amounts totaling \$13,557.50. Only one account in collections totaling \$1,899.66, which include finance charges.

Statements were mailed 1/4/16.

Budget: Year-to-date income is still slightly under budget (by less than \$1,000). Homeowners continue to be slow to pay, but income from collections and other resources have largely offset this.

Year-to-date expenses are also under budget by just over \$7,000. Savings is largely attributed to not having to pay handyman expenses.



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Year-end: Tax returns were filed in mid-November. We sustained a loss of \$26,444. Didn't pay any federal taxes, but paid State of Oregon \$159. Kim questioned the accountant because she hadn't capitalized the bridge repairs.

Kim's expenditures as Treasurer in December was \$88. January \$24.50. All expenditures were for postage.

Rec. Center/RV Lot: Kevin Miller

Rec. Center: 4 rentals since December, 2015

RV Lot is just about full. 1 space left.

It appears that the moulding around the glass doors had been tampered with.

Maintenance Report: Kathy Copeland

Kathy hired Don Kreklau to perform a number of tasks and she's going to follow up to see that everything she asked him to do has been done. The large lights also need to be checked and replaced.

Finance Committee: Kim Colvin

No report as committee hasn't met since October.

Property Standards: Jason Mastrantonio

1 month ago 13 letters were sent out. The trailer on 203<sup>rd</sup> has finally been moved. Of the 13 letters, only 4 lots will have fine letters sent out.

Kim submitted a draft resolution entitled "Spending Authority of Individual Officers of the Board of Directors" for board review.

The board needs a budget from the Finance Committee for the next fiscal year. Don requested furnishing what we anticipate spending throughout the year on electrical, gas, etc.

Kathy moved and Kevin seconded that since the website has been hacked, to move the website to 1and1.com for hosting the site. Nancy Brewer is to move the site files, set up an account with 1and1.com, then maintain the site. Initial cost is \$80 with a monthly cost of \$40 to be paid to Nancy. Motion passed with 2 abstentions due to wanting a written scope of services being provided.

Meeting adjourned at 8:13pm.

Submitted by

Nancy Brewer, Times Editor

Cross Creek HOA

Next board meeting scheduled for February 11, 2016