

CrossCreek Homeowner Association  
Special Meeting July 29, 2012

Board Members present: Pam, Tom, Denise, Christy (quorum)  
Board Members absent: Kelli, Don  
Staff Members present: Vivian, Pat  
Staff Member absent: Lee

The special meeting was called to order at 7:00pm by Pres Pam Mastrantonio. The purpose of the meeting was to be pro-active in taking care of pressing issues and the difficulties with board member attendance during the summer months.

The minutes for June and July were approved.

Vivian talked about the tax info that was given to our CPA in January and is still not done. While she said she was 7-10 days late in getting them to the CPA, we're still not sure why they are not yet done. When she tries to follow up, they always tell her that it is because they received the info late, they put us on the back burner. In the meantime, that makes us late with the IRS and we'll be billed for late fees. Vivian will continue to follow up with the accountant and see if she can get some type of written response, perhaps via email. We may have to look for someone else for the future.

Regarding the homeowner question re a reserves fund study, Tom has found that we are not required to have one because we were formed before 10/23/99. Reserves are meant to replace major work or repairs, hence the need to be very aware of replacement and maintenance costs. Having said that, it may be something we do in the future, however, not required per ORS 94.595.

Property Standards: Per ORS 94.630, Powers of the association, we are within our rights to rewrite/restate the Property Standards regulations that were submitted to all homeowners. The board has discussed and feels we are legal. Tom submitted a letter he has written to Kevin Harker at Vial Fotheringham re a previous discussion in which these very items were discussed. He is asking a written statement be sent with a review of the discussion. A motion was made to amend the letter to ask that we not be charged since this is simply a review of a discussion which already took place and which was recorded by someone in their office. Motion was seconded and passed unanimously. Tom will get the letter in the mail.

Resolutions: Tom and Pam did feel that we need to work on getting resolutions made and filed so they will be on record with the county and are stand alone documents. There are three types of resolutions; Collections resolutions, Enforcement resolutions and record inspection requests. Once resolutions are formed, they must be sent to all homeowners.

Employees: Tom, being in charge of personnel issues, needs to set expectations with Lee and Ron and has not met with them yet. Ron has been opening the pool on Fri, Sat and Sundays. Tom feels we need to consider a redesign of the pool operations. Also discussed were expenditures. A motion was made to, in the spirit of our current economic atmosphere to be more accountable, and to limit staff to \$200 per project without prior board approval. Board would be limited to spending no more than \$50 without prior board approval. Motion was seconded and passed unanimously.

Insurance: It was found to be illegal for an agent to share any confidential information with a non-authorized personnel from the CCHOA. Per the last action of our agent, the decision was made to change agents. We have a contact at a State Farm office in Tigard, where she could become the agent of record.

Meeting adjourned