



CROSS CREEK HOMEOWNERS' ASSOCIATION

Minutes of Regular Monthly Board Meeting

7 PM, May 8, 2014, Aloha Oregon

Board Members present: Don Duncan, Jayne Nichols, Kathy Copeland, Monique Richmire, Wendy Matthews Denise Oest – Outgoing Board Member

Board Members absent: Cheryl Wrzesinski, Kelli Sepulveda Homeowners in Attendance: 3

Meeting called to order at 7:07 pm, quorum was confirmed.

Don announced the open Staff Positions.

Wendy Matthews served as Secretary.

April 10 Board Meeting Minutes were read and corrections were made. **Motion made and seconded to approve April 10 Minutes.** Motion passed unanimously.

April 17, 2014 Annual Association Meeting Minutes were read. Minutes to remain as Draft until the next Annual Meeting.

Homeowner Forum: Property Improvement Proposals submitted: Lot 157 for Hardiplank Siding and Windows, with paint colors of white & green. Discussed and approved. Lot 072 for installation of Shed which replaces an existing shed. Discussed and approved.

Board Member Roles: Board Member roles were discussed and position assignments approved by unanimous consent: **Don Duncan-President, Cheryl Wrzesinski-Vice President, Wendy Matthews-Treasurer & Secretary, Monique Richmire-Property Standards, Kathy Copeland-Maintenance, Jayne Nichols-Recreation Center and Pool, Kelli Sepulveda-RV Lot.**

Officer & Board Member Reports:

- President: Don gave report. Attended to review of pathway bridges to prepare scope of work for repairs. Recent auto accident caused damage to the bike rack and post in front of the recreation center. Driver's insurance policy will cover the cost for repairs. Reviewed and signed monthly checks.
- Vice President: Monique reported that she is transitioning to the Property Standards Chair position and working on Committee processes. Property Standard letter templates were discussed. Garden areas in unfenced front and side yards were discussed and further recommendation from the Committee was requested by the Board.
- Treasurer: Submitted written report. As of May 8, 2014 Account Balances: Checking: \$3,116.48; Money Market balance \$18,555.52 Reserve balance \$53,074.23.
Total Cash on Hand: \$74,746.23 Owner/Lot Account Balance Total: \$17,495.69



- Rec Center: Jayne reported that the Book Club has read & discussed 3 books and will be taking a 2 month break. The pool is scheduled to open on June 15. **Motion was made and seconded to open up Saturday nights for Pool Party Rental, allowing for Pool Rentals on both Friday and Saturday between the hours of 6 – 8 pm.** Unanimous. Extended pool rental hours between 8 - 11 pm are available to those who rent the facility at the rate of \$25 per hour. Sunday will remain available for Open Swim, and Friday and Saturday will have Open Swim when the Pool and Rec Center have not been booked for private parties. Community-wide Pool Opening Celebration was discussed.
- RV Lot: Denise presented on behalf of the RV Lot Administrator. There is still one space available in the RV Lot. Rental Fee notices for 2014 – 2015 went out to all lot users, due date for RV Lot payment is June 15. Four payments have been received. RV Lot issues involving lot standards and maintenance were discussed. It was stated that the Association owns a trailer which occupies one of the Lot spaces.
- Maintenance: Don reported on maintenance efforts. **Motion was made and seconded to engage Lawnscape to prune shrubbery in the pool area for the amount not to exceed \$800.** Unanimous. Height of shrubbery was discussed within the range of 6 – 8 feet. Bark chips for play areas was discussed. **Motion was made and seconded to install Bike Rack model SKU7YT7065 in the grass area in front on the Rec Center and convert the previous bike rack area to an automobile loading zone. Cost of the new bike rack and parking area not to exceed the Insurance proceeds of \$2,100.** Motion passed unanimously. Priority maintenance items identified: Hot Water Heater, Mailbox Stanchions, Two pathway Bridges and Restroom Showers.

Unfinished Business:

- Pool Preparation and Staffing: **Monique announced the hiring of Jory Schaller as Pool Administrator.** Two life guards have also been hired. Jory was in attendance and shared ideas for swim lessons, sports and dance camps. Schedule to be presented. Don identified the tasks required to prepare the pool for use.
- **Bob Nichols was hired for the position of Cross Creek Times Editor and Celina DeGraw was hired as Administration Assistant by unanimous approval.**
- Rec Center cleaning and maintenance was discussed.
- Property Standards letter templates were discussed.



New Business:

- **Motion was made and seconded to coordinate a Community Garage Sale on July 18 and 19th. Event to occur rain or shine.** Unanimous. Jayne to spearhead event preparation.
- Board of Directors convened to a closed session to discuss an Owner's settlement offer on outstanding dues. Open meeting returned to session with no additional motions forwarded.

Meeting was adjourned at 8:55 PM.

Submitted by

Wendy J Matthews, Secretary
Cross Creek Homeowners' Association

Next Board Meeting scheduled for June 12, 2014