Cross Creek Homeowners Association
Board of Directors – Meeting Minutes
September 12, 2013

7:00 Open Meeting – Wendy Mathews

- Called to Order at 7:07pm
- Robert's Rules refresher – Wendy read CCHOA Code of Conduct of 2010 – We have a relaxed forum here and people in audience can participate
- Announcement of Open Board Position whose task would be Property Standards. Any owner or co-owner can hold this position. Are any here willing to consider the position – no response from audience
- Record of attendance – Wendy, Denise, Jayne and Cheryl = quorum, Monique was late arriving after 8:00; 9 homeowners in attendance
- Approval of August 8, 2013 Meeting Minutes - were read aloud, corrected and approved by BOD

7:15 Reports

- President's Report – submitted by Don and read by Cheryl; see attached
- Treasurer's Report – submitted and read by Wendy; see attached
- Property Standards Report – submitted by Pat and read by Cheryl; see attached
- Recreation Center Report –
    - Rental cks amounting to $115 to be given to Wendy;
    - $5801 income since January for Rec Center and Pool Guest fees
    - Deposit cks to be returned to members but postage needed; Wendy will give to Jayne after meeting
    - Request by Wendy for ongoing documentation of use of pool
    - Suggestion by homeowner that a computer program be included in check-in process to track usage of pool next summer
    - Homeowner – Elisa Buckley – agreed to help Jayne with swimming pool procedure updates and review the pool rules for next summer – specifically the need for the parent to be in the water with children during family swim hour
- RV Lot Report – all is in good shape.
    - Will need a reapplication of the weed control this fall.
    - Request a note in CCTimes that individuals on waiting list need to update phone numbers with Denise. She has had no response to the next 2 names on the list and is not sure if phone numbers are correct.
    - 2 spaces are currently available
    - Request reminder in CCTimes that any changes of RVs in lot must be reported immediately to RV
- Maintenance Report – covered in President's report
- Executive Committee Report – submitted by Wendy and read by Cheryl
- Nomination/Job Description Committee Report – Monique submitted draft job descriptions for President, Vice Pres., Treasurer, Bookkeeper and Maintenance &

Reserve, Finance & Executive Committees to the board via email for review and discussion at October meeting

7:35 Owner Forum

- Property Improvement Proposal Review/Approval –
  - 3 presented and all approved unanimously by BOD
  - McClellan tree removal will have request for CCHOA reimbursement of removal of part of tree that is in the CCHOA right-of-way postponed to October meeting but homeowner can move forward with removal of trees
- Owner Comments / Concerns
  - Traffic on 203rd, eyesore, "used car lot" and traffic concerns with daycare Reassured homeowner that BOD was aware of situation and was moving forward with parking restrictions thru the county
  - Homeowners wanted clarification as to how repair of pathways and sidewalks would be paid for and if Reserve Study would be conducted prior to repairs – due to liability situation and advice from HOA attorney, urgency of repair was reiterated. Payment will come from reserves that have been set aside for large repairs such as walkways. Sealants on the courts can be paid for with 2013 budgeted maintenance funds. Reassured homeowners that no homeowner assessment or increase in HOA dues is expected to be needed to complete these repairs.
  - All homeowners in audience left after discussion

8:15 Unfinished Business

- Retirement/Halloween Party
  - October 26th 2-5pm with a Halloween theme and to honor Lee for his years of dedication.
  - Date is open on calendar- motioned, seconded and approved unanimously
  - Board members Denise, Monique and Cheryl offered to assist Jayne with decorations.
- Request from Homeowner to remove part of Property Standard fines due to illness and loss of employment
  - $100 has been paid on overdue amount
  - BOD approved letter to homeowner with payment plan of $50/month And if property standards are maintained and payments are consistent each month, 80% of fines will be written off at end of payment plan
  - Wendy will send letter to homeowner
- Reserve Study/Maintenance Plan – postponed discussion of vendors until October meeting

8:30 New Business

- Book Club
  - Activity sponsored by HOA and no charge for use of Rec Center

- October 3rd - 6:30 planning meeting motion, seconded and approved to set up schedule
- All interested homeowners are invited

- Sidewalk replacement – Denise
  - Received 4 bids from $5657 to $24,987
  - Don met with Forest Landscape and proposed that their bid of $5972 be accepted by Board
  - Motion and seconded; Approved unanimously and VP & Treasurer will sign contract so work can get started

- Court reseal maintenance – Denise
  - Leggett submitted bid of $3670 for both courts including cleaning, sealing and striping with job site cleanup.
  - Bid is lower because Leggett will already be on premises for pathway repairs
  - Funds are available in current budget to pay for maintenance
  - Motion and Second; Approved unanimously and VP & Treasurer will sign contract so work can be completed with pathway repair.

- Website
  - Wendy reviewed letter from Jason with Market Fixation
  - HOA has spent $550 since June for website updates
  - Nancy Brewer proposed moving back to GoDaddy.com which is readily accessible and lower monthly charges
  - Discussion of why HOA left GoDaddy.com back in 2009 – will research
  - BOD motion and seconded to use Bronze package for interim while other options are investigated – approved unanimously

9:00pm - Meeting Adjourned