



CROSS CREEK HOMEOWNERS' ASSOCIATION
Minutes of Annual Meeting of the Association
7 PM, April 17, 2014, Aloha Oregon

Notification of the Annual Meeting and its Agenda was sent by mail to all Homeowners. A Roster Sign-In form was used. Vice President Monique Richmire confirmed that 21 Homeowners were present and 15 proxies were received.

Homeowners represented: Total of 36.

Board Members present: Don Duncan, Jayne Nichols, Denise Oest, Monique Richmire, Cheryl Wrzesinski, Wendy Matthews

Don Duncan called the Meeting to order at 7:25 pm. All Board Members were in attendance and a Homeowner Quorum was present. Per the CC&Rs 10% of the 309 Owners must be represented in order to hold a Membership Meeting, minimum number required is 31 owners.

Don announced the open Staff positions for Board Administration Assistant & Cross Creek Times Editor.

Annual Meeting Minutes of April 18, 2013 Minutes were read. **Motion to approve was made and seconded.** Minutes approved.

Cross Creek Board Members were introduced.

Reports:

- President: Don recapped the main actions of the previous year. He indicated that safety and abiding by the governing documents were priorities. The common pathways and the sidewalk at the Recreation Center were maintained. He reported that following the repairs, use of the pathways increased by 50%. Three Resolutions were past, 2 relating to when the Annual Assessment is due and 1 which allows for electronic payment of regular Association bills.
- Vice President: Monique reported on her attention to Job descriptions and the Property Standards compliance process. Currently focus is on Pool Staffing and summer activities. Changes to the Property Standards reporting and electronic filing methods are underway. The theme of Neighbors Helping Neighbors was referenced.
- Treasurer: Wendy reported that Tax Return filing and Employee Tax payments were up to date. Accounting remains on QuickBooks and Bank Statements are reconciled monthly. **Fiscal Year to Date Totals: Rec Center Rental: \$2,010, Swim Lessons/Summer Camp \$4,343, Guest Swim \$652 and RV Lot \$4,260.** As of April 8, 2014 Account Balances: Checking: \$3,442.27; Money Market balance \$20,555.52 Reserve balance \$53,074.23. **Total Cash on Hand: \$77,072.02** **Owner/Lot Account Balance Total: \$17,170.** Owner/Account Balance was \$74,089 at the start of office in June, 2013. The Operations Budget for the next Fiscal Year of June 1, 2014 through May 31, 2015 has been approved. Adoption of a Reserve Budget and Reserve Accounting procedures are in process.



- Rec Center: Jayne referenced the Rec Center's many uses which included a wedding party this year. The Rec Center is rented to Homeowners in the Association for \$50 during the winter and \$90 during the summer when the pool and a lifeguard are included. A \$150 deposit is required. Applications can be printed off the Cross Creek Website: crosscreekhoa.org.
- RV Lot: Denise indicated that RV Lot use is for Homeowners and costs \$120 per year. RVs and Utility Trailers (kept empty) are allowed. There is currently one space available that can accommodate a 22' RV. For those with larger vehicles, there is an active Waiting List and owners are encouraged to add their names to it. The RV Lot is kept clear of weeds and trash. The lock combination is changed when needed.
- Maintenance: Cheryl acknowledged Don and Denise in assisting with Association maintenance tasks. Thanks was also extended to Lee Hoodenpyle. Bids for resurfacing the Basketball and Tennis Courts have been secured and further adjustments to the new pathways are being discussed. A new landscaper has been hired. The pool table cover was replaced. A Reserve Study was commissioned and the initial report has been received. The Study has recommended replacement years for playground equipment, windows, doors, pool and the like. Each recommendation will need to be reviewed and confirmed prior to implementing the Reserve program. It was suggested that in some cases it would be prudent to use property until it fails. The formation of a Reserve Study Committee was suggested which would include additional community volunteers.

New Business:

- Election of Board Members: Two 2-year and Two 1-year Board Member positions are open. Incumbents Cheryl and Monique volunteered to serve again. Owners Kelli Sepulveda and Kathy Copeland also volunteered.
- **Vote was conducted by Written Ballot and the following were elected:
Monique Richmire, Cheryl Wrzesinski, Kelli Sepulveda and Kathy Copeland**
The newly elected Board Members will join standing Board Members Don Duncan, Jayne Nichols and Wendy Matthews comprising a full Board of 7 members.
- Raffle Prize winners were drawn. Prizes went to Judy T, Lot 208; Kathy C, Lot 191; Tom W, Lot 40; Nancy B, Lot 244; Jose V, Lot 55 and the Grand Prize of \$50 to Chris M, Lot 171.

Meeting was adjourned at 8:20 PM.

Submitted by

Wendy J Matthews, Secretary
Cross Creek Homeowners' Association

Next Annual Meeting is scheduled for April 16, 2015
Next Regular Board Meeting is scheduled for May 8, 2014

Cross Creek Annual Meeting Minutes, April 17, 2014