



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

January 10, 2019 Board Meeting Minutes

Meeting called to order at 7:01 pm

Board Members Present: Jim Buckley, Suzanne McCrae, Jason Mastrantonio, Kelli Smyth, Richard Gorton, & Steve Keller

Board Members Absent: None

Quorum confirmed.

Minutes from December 13, 2018 unanimously approved.

Homeowner attendance:

| |
|--------------------------|
| Windi Holland, Lot # 76 |
| Elisa Buckley, Lot # 109 |
| Nancy Brewer, Lot # 244 |

PIP's: Lot # 237, replace rotted front porch. Approved unanimously.

Homeowner Concerns: None

President: Video Cameras for the inside of the Rec. Center were purchased for \$270.00. We will need someone to install these cameras.

Vice President:

Jason talked with the "Pool Guy", Mr. Dave Clevenger and he is currently unavailable to meet but Jason will e-mail the BOD to let them know when he will be able to meet to discuss pool renovation and costs.

Treasurer's Report

Banking:

Bank accounts have been reconciled for December.

Cash on hand as of 1/9/19 consists of the following:

| | |
|-------------------|----------------------|
| Checking account: | \$ 24,385.38 |
| Money Market | \$ 10,055.16 |
| <u>Reserve</u> | <u>\$ 115,680.70</u> |

Total funds \$150,121.24

Billings as of 1/9/19:

Finance charges have been assessed for December.

Approximately 81% of 18-19 assessments have been collected. Statements have been mailed to past due accounts.

One RV space has not been paid, reminder was sent.



Miscellaneous:

Debit card purchases: Postage, Microsoft, Ping Pong supplies: **\$163.85**

RV Lot:

Suzi reports that there is one lot available at this time.

Rec. Center:

Two rentals are on the books for the month of February.

Property Standards:

Richard wanted to remind homeowners that all Christmas Lights should now be off of houses. There also appears to be some storm damage that specific home owners need to address.

Maintenance (Vacant position)

A&J sent a bill for the clean out of the ‘No-Man’s Land’ area, which was higher than first stated. The BOD discussed options regarding this situation. Steve Keller informed the BOD that the amount of work needed to successfully clear out the “No-Man’s Land” area was significantly more than the Board first realized. The BOD will need to keep a scheduled maintenance program for this area to ensure that the area remains cleared and costs can remain manageable.

Steve will call an electrician to ascertain the current electrical problem with the upstairs lights and the breaker malfunction.

Bids for asphalt trail repair will be gathered and shared at the next BOD meeting.

Unfinished Business:

Windi Holland has volunteered to become the BOD Maintenance chair for the remainder of this term. The BOD unanimously accepted her request.

Ted Smyth will install the video cameras for the inside of the Rec. Center.

The Pool Refresh committee will meet with the “pool man” to ascertain the scope of the refurbishment and the cost involved with that project.

The 2019 HOA Budget will also include the cost for three ceiling fans for the inside of the Rec. Center. This will increase air flow and comfort level within the Rec. Center especially during the warm summer season.

New Business:

Proposal to expand the current bookkeeping position in order to scale back current Treasurer’s duties. Nancy Brewer, our current Bookkeeper, has agreed to include these new duties in her normal paid position. The current job description will be posted on the CCHOA website. These new duties will include an increase to Nancy’s monthly salary. After BOD discussion, Richard motioned to accept this new proposal with a salary increase from \$200.00 to \$420.00. The motion was seconded by Kelli and the Board passed this motion unanimously. Nancy’s new duties will begin on February 1st, 2019.

In other New Business, Jim Buckley stated that he will donate a 55-inch screen TV to be used at the Rec. Center. The old TV will be recycled.

Nancy Brewer informed the Board of the Washington County Neighborhood Watch program. This would require HOA homeowner participation. To that end, Nancy volunteered to place this information



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on the CCHOA Facebook, and see if there is enough interest to begin a program for our HOA. She will report to the BOD with the results.

Motion to adjourn the meeting made by Kelli and seconded by Jason. Unanimously approved and meeting adjourned at 8:15.

Submitted by: Steve Keller, Secretary
Cross Creek HOA

Next monthly meeting is scheduled for February 14, 2019.