

# **Minutes for the Board of Director's Meeting**

## **Country Creek Patio Home Association**

Monday, December 9, 2019 9:00 a. m.

**1. Call to Order and Roll Call (Secretary)**

- a. Board members present: John Moir, Darrell Hamilton, Jan Peterson, Carole Johnson, Jerry Toft and Linda Roush.
- b. Dan Colesworthy absent.

**2. Review Agenda – Adopt/Amend**

- a. Motion to approve agenda, seconded, voted: passed

**3. Discussion and approval of Minutes from last meetings: November 11, 2019**

- a. Motion to approve minutes with correction of title, seconded, voted: passed

**4. Members presentation to the Board**

- a. Shane Curtis (Landscape Report)
  - i. Shane was not present.

**5. Brief review and discussion of Financials (11-30-19)**

- a. JM has some trouble getting a statement of cash flow.
- b. Reviewed income statement for last 8 months for 184 units
  - i. JT has some trouble getting a statement of cash flow.
  - ii. The budget is flexible to a degree. Moneys not spent on given budget items go into “cash on hand” or “working capital”.
  - iii. Largest strain to budget happens in the Spring and Fall.
  - iv. With pump house paid off, more can be sent in to the reserves.

**6. Presentation and Discussion by Board Members**

- a. Landscape Maintenance: Lawns Trees, Shrubs (Dan Colesworthy, Darrel Hamilton)
  - i. A tree was cut down in front of 1110 Primrose. Owner paid for removal. JM - with so many dead branches, it was a liability so JM ordered its removal.
  - ii. The vendors are in “snow removal” mode.
- b. Facilities Report (John Moir working with Herb Wells)
  - i. JM – all's well in the Community Center.
  - ii. Windows were cleaned
- c. Activities Director (Carole Johnson)
  - i. There were 91 attending the Thanksgiving Dinner. All went well
- d. Covenants Ombudsman (Linda Roush)
  - i. LR & DC went to see area involved in the fencing request at 2144 Marigold Avenue. Found that the neighbor's fences were of different heights and due to the age of the fences, designs cannot be matched. Spoke with homeowner. No decision had been made regarding acceptance/denial of fence request.
- e. Treasurer (Jerry Toft)
  - i. His review was included with JM's Financial's review earlier.
- f. Secretary (Jan Peterson)
  - i. There are about 5 new residents awaiting Welcome visits.
  - ii. Three residents have offered to help with Welcome visits.

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- iii. Waiting on finish date of RV Parking fence so vertical slats (two boxes) and signs can be ordered.

#### **7. New Business**

- a. Update on RV Parking Area, waiting on fence installation
  - i. JM – the curbing is in, gravel down.
  - ii. Perimeter fence will be installed by Taylor Fencing.
  - iii. The gate was upgraded to aluminum, which is lighter. It will be a cantilever gate (rolling gate).
  - iv. The bridge over the canal is very strong.
  - v. Two boxes of vertical slats should be enough with some left over.
  - vi. RV Parking area expenses will come from line item and be replaced by reservation fees.
  
- b. Go over the Reserve Funding mechanism amended for this meeting
  - i. Removed Maintenance Shop payment (loan fulfilled). Money from that payment will be allocated to reserve funds.
  - ii. The Future Operations Reserve funds should be able to cover two years of management.
  - iii. All reserve funds should be caught up within five years.
  - iv. In the January Board meeting we will have to approve the 2020-2021 budget.
- c. Discussion regarding the 20-21 Budget updated for this meeting
  - i. There was a short review and discussion of the proposed budget. All board members seemed content with this proposal.
- d. Review new Policy/Guideline for use of the Community Center (Approve?)
  - i. This item was tabled until the next meeting at which CJ will put the Policy in correct format.
- e. ARC 1244 Marigold Ave (need to close this item out)
  - i. JM moved to approve the fence request as submitted, *but with no mesh* on the fence. CJ seconded. Vote taken, all approved.
  - ii. The request for patio installation was denied.
- f. Letter from Lindsey Wulff
  - i. The Board directed JM to put together a response to inform Mr. Wulff that the Association was not going to pay him for his roof replacement. The letter was emailed to all Board members and they approved it and it was later sent to Mr. Wulff.
- g. Review existing set of Policies
  - i. Tabled.
- h. Date for next Board Meeting – 1/13/20

#### **8. Actions taken by the Board of the Association**

- a. ARC request by 1244 Marigold Ave. for fencing of backyard was approved but without approval for mesh.
- b. ARC request by 1244 Marigold Avenue for patio denied.

#### **9. Adjournment at 11:52 PM**