



February 22, 2012 at 6 PM

Location: Crosswoods Meeting Room

- I. Preliminary
 - A. Called to order at 6:00p.m. by Ms. Lake
 - B. Roll call by Naomi Hauge.
 - i. Members Present: Ms. Lake, Ms. Hauge, Mr. Ogden, Mr. Bain, Mr. Bryson; Mr. Leach and Ms. Childers
 - ii. Others Present: General Manager – Paul Schorno and Admin. Asst. Jaz Tuala
 - iii. Homeowners Present: F&I Chair, Stan Spalding; Neighborhood Watch Chair, Gordon Wolfe; and Ron Hord.
 - C. Members Forum – Limited to 3 minutes per owner. No speakers.

- II. Consent Calendar
 - A. As recommended by the F&I Committee approve 2 contracts from Summit Roofing for gutter replacement at 6911 and 6915 Vera Cruz. These contracts will extend the gutters on these homes to the full eave length and to the 7 inch standard depth. The combined bid amount is \$2,268 to be paid from the gutter reserve.
 - B. As recommended by the F&I Committee authorize General Manager, Paul Schorno to replace one Toro self propelled mower at a cost of \$1185, and one Echo Backpack blower at a cost of \$430. Said equipment to be purchased with reserve funds.
 - C. As recommended by the F&I Committee, authorize General Manager, Paul Schorno to purchase a table saw for use in performing siding repairs at a cost not to exceed \$600. Said purchases to come from operating funds.
 - D. As recommended by the Architectural Control Committee, approve ACC application #3550 at 6519 El Cabo Court for Railing and Step Enlargement.
 - E. As recommended by the Architectural Control Committee, approve ACC application #3552 at 7012 San Felipe Court for Hot tub on deck request.

Motion #1: Mr. Leach moved to approve the February 22, 2012 Consent Calendar, signed forms to be filed with the minutes. Seconded by Mr. Bain. Unanimously approved.

- III. Approval/Acceptance of Minutes
 - A. Board Meeting Minutes for Approval:
 - i. Regular Session: January 25, 2012
 - 1. Correct VI.A to reflect correct APN#.

Motion#2: Mr. Bryson moved to approve the regular session Board minutes from January 25, 2012 as corrected. Seconded by Mr. Leach. Unanimously approved.

- B. Committee Minutes for Acceptance:
 - i. Architectural Control – January 3, 2012 – Mr. Schorno advised that the committee was concerned with safety and like to install a hand rail at the steepest point of the walking path that leads up to the office.

Motion #3: Mr. Bryson moved to accept the ACC minutes from January 3, 2012 as submitted. Seconded by Mr. Ogden. Unanimously accepted.

- ii. Landscape Committee – January 10, 2012

Motion#3: Mr. Leach moved to accept the landscape committee minutes from January 10, 2012 as submitted. Seconded by Ms. Childers. Unanimously accepted.

- iii. Finance & Insurance – January 18, 2012

Motion#4: Mr. Ogden moved to accept the F&I Committee minutes from January 18, 2012 as submitted. Seconded by Ms. Childers. Unanimously accepted.

IV. Reports

A. Committee Reports

- i. Architectural Control – Draft February 7, 2012. No comments or questions.
- ii. Landscape Committee – Draft February 14, 2012. Ms. Lake pointed out that Gail Scofield's name should be removed from the minutes, as she was not present and is no longer a member of the committee.
- iii. Finance & Insurance – Draft February 16, 2012. Mr. Schorno advised that the board approved the engineer's recommendation for correcting the drainage problem at 6917 Monticello.
- iv. RV Lot Committee – Draft February 9, 2012
 1. Mr. Schorno advised that the RV committee will meet on February 23, 2012 to discuss security enhancement options.
 2. The RV Lot gate is closed after 5pm on the weekdays and on the weekends until the security is improved.
 3. Mr. Leach inquired about the repairs to the seal coat of the lot. Mr. Schorno advised that most of the damage was due to letting RVs in the lot too early and that will not be the case the next time the lot is resealed.
- v. Pool Committee – Draft January 30, 2012. Mr. Schorno advised that most of the work noted during the walk-thru has already been completed.

B. Treasurer's Report

- i. Mr. Ogden reviewed the financial summary, variance report. Pg. 23 shows the CDs. Compass bank CD was renewed for 1.25% 180,000. The signature cards have been updated. Beal Bank is closing and a decision regarding those funds needs to be made by May 18th. Beal Bank will award Crosswoods the full interest even though the full term will not be met.
- ii. Mr. Ogden reviewed the late list. Mr. Schorno is planning to go to small claims and has written letters to delinquent owners.

C. Manager's Report

- i. Mr. Schorno reviewed his Manager's report.
- ii. All 257 of the Hardie-shake roofs have been replaced.
- iii. Discussed the RV Lot security. The RV Gate will remain locked each night until the security is upgraded.
- iv. Ms. Childers expressed appreciation for the inventory of tools and equipment. Mr. Schorno advised that there were only a few items were missing from the Landscape department since the last inventory. Nothing on the Facilities side was missing. The Inventory will be performed twice a year and proved to be an opportunity to clean up and reorganize the landscape shop.

D. Work Order Report as of 01/31/2012.

- i. The landscape department has reduced since the arrival of the new supervisor.
- ii. The concrete grinder will be rented 2/23/12 to reduce the number of trip hazards throughout the property.
- iii. Mr. Bryson applauded the productivity of the landscape department in January.

II. Old Business

A. None

III. New Business

A. Landscape Applications 1502-1505

Motion #6: Mr. Ogden moved to approve Landscape applications 1502 thru 1505 as recommended by the Landscape committee. Seconded by Mr. Bryson. Unanimously approved.

- B. Bylaws Section 9.11 – Investment Policy Resolution
 - i. Ms. Lake advised that a resolution has never been generated to address the Association's investment practices and procedures.
 - ii. Mr. Ogden advised that banks often will not provide the new interest rates until the date of maturity and in some cases allow only 8-10 days to lock in those rates.
 - iii. Tabled for additional information. Mr. Schorno will set up a meeting with Association Attorney Rod Baydaline for clarification on the legal requirements regarding Investing procedures.
- C. Crosswoods Sign Program
 - i. This item was reviewed at the January meeting and the Board approved the allocation of \$1,500.00 in startup money for the Crosswoods Sign Program as presented by Landscape Chair Bob Acrea.
 - ii. Mr. Schorno advised that the F&I committee did not have the opportunity to review the program and make recommendations.
- iii. **Motion #7: Mr. Ogden moved to implement a stay on funding the Crosswoods sign program until the F&I Committee reviews and provides the Board with recommendations. Seconded by Mr. Bryson. Unanimously approved.**
 - D. Lien Recordation: APN: 229-0860-009-0000 and APN: 229-0870-014
 - i. Schorno advised that these units have received pre-lien letters and no response has been received to date.

Motion #8: Mr. Ogden moved to approve the Lien against APN: 229-0860-009-0000. Seconded by Ms. Childers. Unanimously approved.

Motion #9: Mr. Ogden moved to approve the Lien against APN: 229-0870-014. Seconded by Ms. Childers. Unanimously approved.

IV. Adjourned at 6:47 pm to Executive Session

Respectfully submitted,

Naomi Hauge, Secretary

Date of Approval

Leslie Lake, Board President

Date of Approval