

Crosswoods Homeowners Association
Board of Director Meeting Minutes
February 24, 2010

I. PRELIMINARY

1. Call to Order at 6:30 p.m. by President Alan Leach.
2. Roll Call by Secretary Diane Hamel
Members present: Jim Bryson, Diane Hamel, Naomi Hauge, Alan Leach, and Paul Ogden

Member absent: John Bain and Bernida Childers

Also present: Del Aldrich, Association Manager, Stan Spalding, F & I Committee Chair. Bob Acrea, Landscape Committee Chair, Carolyn Brian, Landscape Committee and Shari Huckill, Landscape Supervisor

Mr. Leach formally welcomed Mr. Bryson to his first Board meeting.

3. Member Forum

No comments from Homeowners.

II. APPROVAL OF MINUTES

Motion #1 – Mr. Ogden moved to approve the Board of Directors January 27, 2010 Regular Session Minutes, as written.

Ms. Hauge seconded the motion

No further discussion

Motion unanimously approved

III. REPORTS

1. Treasurer's Report as of December 31, 2009 financials

Mr. Ogden presented the 2010 Financial Highlights report (revised), for January, which included Replacement Reserves Cash in the amount of \$574,493.31 and the Total Reserve Liability in the amount of \$526,445.16. Additionally, Mr. Ogden identified that the over budget amount under combined income, in the amount of \$1,999.91, will be partially moved to December once the final work is received from the auditor. In looking at Expenses Year to Date Mr. Ogden reported that we are \$3,710.63 over our planned budget and as this is the first month, of the budget, there should be little concern at this time.

Mr. Ogden reported the following Replace Reserves activity:

Line Item 11014 – Money Market account, in the amount of \$225,002.57, was deposited in January at SAFE Credit Union at 1.7% interest.

Line Item 11018 – CD account, in the amount of \$55,000, was deposited in February with Guaranty Bank in a two year step-up account beginning with 1.1% for the first six months, 1.3% for the next six months, 1.5% for the next six months and then 1.7% for the duration. The benefit is with this account funds may be withdrawn at any six month interval without a penalty for early withdrawal.

Line Item 11019 - CD account, in the amount of \$40,582.11, was deposited in January with Compass Bank (now known as BBVA Compass Bank) and is also a step-up as with Guaranty Bank (above).

Mr. Ogden presented a detailed report relating to the Income/Expense Statement for the period of January 1, 2010 to January 31, 2010.

After extensive discussion (among Mr. Spalding, Mr. Aldrich and the Board) it was agreed that future bills for sewer repairs in excess of \$4,000 shall be paid from reserves, rather than from the operating budget, for the current time.

Mr. Spalding reported that there were 11 homeowners delinquent with their dues and with a total amount (for January only) of \$3,615 overdue. Although there are many more overdue accounts, January delinquency has greatly improved from prior months.

Mr. Aldrich discussed the current delinquency and foreclosure process of accounts and that he continues to do research on this subject.

2 Committee Reports

Finance and Insurance Committee:

F & I Committee Minutes – February 17, 2010 (Note: Agenda stated meeting F & I Committee meeting date as February 24, 2010 which is in error)

Motion #2 – Mr. Ogden moved to accept the Finance and Insurance Committee minutes for February 17, 2010, as written.

Ms. Hamel seconded the motion

No further discussion

Motion unanimously approved

Landscape Committee:

Landscape Committee Minutes – January 12, 2010 (Note: Agenda stated that minutes for February 9 meeting was included, however, this item was not included in Board package and, thus, the motion does not include the minutes for February 9, 2010 meeting.)

Motion #3 – Mr. Ogden moved to accept the Landscape Committee minutes for January 12, 2010, as written.
Ms. Hauge seconded the motion
No further discussion
Motion approved unanimously

Long Range Planning Committee

Long Range Planning Committee Minutes for January 5, 2010

A question was raised relating to the February meeting as noted in the January minutes. As per Mr. Acrea (a member of the Long Range Planning Committee and in attendance at the meeting) the meeting was held on February 16, but the February 16 draft minutes were not supplied for the Board's consideration.

The Board decided to delay the discussion of the Long Range Planning Committee until the Executive Session which immediately followed the Regular Meeting.

V. OLD BUSINESS

1. Action Items list was distributed as a separate handout and reviewed.
2. Parking Permits/Enforcement
3. Signs and Striping

There are actually three issues involved with these two items: signage, marking and striping. Subsequent to the Board's original motion relating to striping, reconsideration was made whereby it was preferred, by the Board, that the striping not be added to the visitor's parking, but limit the identification of visitor's parking to markings on the curb (indicating "Visitor's Parking) and signage relating to same. This change was due to reconsideration of the appearance of visitor parking areas (without stripes) and the issue of a restriping requirement each time the parking areas are resurfaced. Mr. Aldrich reported that he is currently working on signage whereby future coding changes may be made to the signs in order to retain the legality of all signs without replacing signs at each change in requirements. Signage requirements include, but not limit to, fire lanes, visitor's parking and towing of vehicles.

Motion #4 – Mr. Ogden moved to rescind the Board's previous motion relating to Parking Striping which was adopted on January 27, 2010 during the Regular Board of Director's Meeting and identified in the minutes as Motion No.2, Item No. 9 of the Consent Calendar.
Mr. Bryson seconded the motion
No further discussion
Motion approved unanimously

Mr. Aldrich will present an amended plan, to the Board, during the March Regular Meeting of the Board of Directors.

4. Work Orders and Project List Update. Mr. Aldrich announced again that the lists should not continue to be part of the package, but limit the information to a summary report and discussed work schedules and assignments.

VI. NEW BUSINESS: DISCUSSION/ACTION

1. Committee Appointments

Motion #5 – Mr. Ogden moved to accept Clint Lowell as a member to the F & I Committee.

Ms. Hamel seconded the motion.

No further discussion

Motion approved unanimously

2. Flat Roof Contracts

3. Sloped Roof Contracts

4. Gutter Contracts

Motion #6 – Mr. Ogden moved to adopt the following items as listed in the F & I Minutes dated February 17, 2010:

Summit Contracts 5279, 5299, 5319, 5306, 5326 and 5350 for the replacement of 6 flat roofs as defined in the Flat Roof Replacement Contract Summary dated February, 2010 for a total of \$20,847 for 43 square to be paid from the Flat Roof Reserve and as recommended by the F & I Committee; and,

Summit Contracts 5270, 5283, 5308 and 5349 for 4 Hardshake roof replacement as approved as follows: These 4 contracts are more fully described in the contract summary of February, 2010. Contracts total \$30,799 with Crosswood's share at 18% being \$4,039.20 and to be paid from the Slope Roof Reserves. In addition, new gutters are authorized with costs to be separately billed and paid from the Gutter Reserve and as recommended by the F & I Committee; and,

Summit Contracts 5346, 5345, 5344 and 5348 for 4 gutter replacement as approved as follows: These 4 contracts are more fully described in the contract summary of February, 2010. Contracts total \$5,115 with said amounts to be paid from the Gutter Reserve and as recommended by the F & I Committee.

Ms. Hamel seconded the motion.

No further discussion

Motion approved unanimously

5. Browning 2011 Reserve Study Proposal

Motion #7 – Mr. Ogden moved to accept the Browning 2011 Reserve Study Proposal, as written

Ms. Hamel seconded the motion.

No further discussion

Motion approved unanimously

6. Long Range Planning Committee

The Board decided to delay the discussion of the Long Range Planning Committee until the Executive Session which immediately followed the Regular Meeting.

7. Manager's Report

Items contained in the Manager's Report were previously discussed throughout the meeting. Mr. Leach inquired as to the status of the California American Water Irrigation Contract. Mr. Aldrich reported that it continues to move in the right direction.

VI. Adjournment at 7:59 p.m. to Executive Session

VII. Reconvened from Executive Session to Regular Board Meeting – 9:15 p.m.

Motion #5 – Mr. Ogden moved to accept Mr. Aldrich's recommendation to suspend the Long Range Planning Committee until such time as a charter has been established and approved by the Board.

Ms. Hauge seconded the motion.


No further discussion

Motion approved unanimously

VII. Adjournment at 9:17 p.m.

Minutes submitted by Secretary Diane Hamel


Secretary Diane Hamel


Date of Approval


President Alan Leach


Date of Approval