

CROWN COLONY HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS' MEETING

November 18, 2009

To be approved at the next regularly scheduled meeting

The meeting was called to order by President, Rick Crump at 5:45pm in the Clubhouse. The Board invited representatives from I.W. Bison to meet during its Pre-Board Session regarding the on-going investigation of the soft story issue.

Present:

Mr. Rick Crump, President; Ms. Kathy Carry Vice President; Mr. John Macdonald, Treasurer; Ms. Jaye Bunn, Member

Also Present:

Ms. Rita Nicolas of Common Interest Management Services.

Absent:

Ms. Rosemary Henry, Secretary

Executive Session:

The Board reviewed and discussed the Grievance Violations presented and made its decisions accordingly.

Open Forum:

Ms. Priscilla Allen addressed the Board regarding her concern about the feral cats near her building and if they can be caught and picked up by S.P.C.A. Mr. Crump said he would look into this as he knew of a person who picks up feral cats. Ms. Nicolas also said the office would look into this matter.

Reading, Correcting and Approving Minutes:

The minutes of October 21, 2009 were approved as written.

Giving and Acceptance of Reports:

Managing Agent's Report: The Board acknowledged receipt of the report, which they previously received.

Financial Statement Ending October 31, 2009: The Board acknowledged receipt of the financial statement ending October 31, 2009 as prepared by Bautista & Co. which reflects a monthly surplus of \$7,738, an ending cash balance of \$1,792,602 and total investments of \$1,370,984 which is designated to reserves.

The Board acknowledged receipt and its review of the bank reconciliations and the delinquency reports as prepared by Bautista & Co. and Sunrise Assessment Services (Delinquency Report only).

Unfinished Business:

Ratification for Window and Sliding Door Installations: Mr. Crump said the Board needs to ratify the installation new sliding doors and windows at 388 Imperial Way #1 and 395 Imperial Way #321.

Ms. Bunn made a motion that was seconded by Mr. Macdonald and unanimously carried to ratify the window and sliding door installations for the units listed.

New Business:

Petition for Dumpster Removal at 365 Half Moon Lane: Mr. Crump said a resident at 365 Half Moon Lane submitted a petition signed by most of the residents at 365 Half Moon Lane and 366 Imperial Way requesting to have the garbage dumpster opposite 365 Half Moon Lane, Unit #8 removed for a 30 day trial period. The residents feel the dumpster is an eyesore and unsanitary. He said the residents in these two buildings will have two other dumpsters to use and that if after 30 days it is found that the two other dumpsters in the area can sufficiently handle the garbage, then this area can permanently have the fencing and concrete removed and landscaping added. Mr. Crump added that he recommends that if within the 30day period, it is determined that the two dumpsters are not sufficient to handle the garbage from these two buildings, then the removed bin will be placed back in its location.

Ms. Carry made a motion that was seconded by Ms. Bunn and unanimously carried to approve the removal of the garbage bin for a 30 day trial period and that after the 30 day trial period, if it appears the two other bins are sufficient to handle the garbage, the fencing and concrete will be removed in front of unit #8. and if the two bins cannot handle the garbage, the removed bin will be placed back in its original location in front of unit #8.

Approval of Budget Committee Chairperson: Mr. Crump said that Mr. Macdonald agreed to serve as Chairperson of the Budget Committee, which needs to be approved by the Board.

Ms. Bunn made a motion that was seconded by Ms. Carry and unanimously carried to approve Mr. Macdonald as Chairperson of the Budget Committee.

Approval of Budget Committee Meeting Dates: Mr. Crump said the following Budget Committee Meeting dates and time need to be approved by the Board: Tuesday, January 26, 2010, Tuesday, February 23, 2010 and Tuesday, March 9, 2010. He said all meetings would be held in the Clubhouse at 6:30pm unless otherwise posted.

Ms. Carry made a motion that was seconded by Ms. Bunn and unanimously carried to approve the Budget Committee meeting dates as presented.

Approval of 30th Annual Meeting Date, Time and Place: Mr. Crump said the 30th Annual Meeting is scheduled for Saturday, March 20, 2010 at the Gellert Park Clubhouse beginning at 9:00am. He said this date, time and place needs to be approved by the Board.

Ms. Bunn made a motion that was seconded by Ms Carry and unanimously carried to approve the date, time and place of the 30th Annual Meeting as presented.

Approval of Deadline Date for Accepting Nominations: Mr. Crump said a deadline date of January 8, 2010 at 5:00pm has been set for nominations to be submitted for candidates for the Board of Directors, which needs to be approved by the Board.

Ms. Carry made a motion that was seconded by Ms. Bunn and unanimously carried to approve the deadline date of January 8, 2010 at 5:00pm for submitting nominations.

Approval of Election Inspector for the 30th Annual Meeting: Mr. Crump said the Board needs to approve the appointment of an Election Inspector for the 30th Annual Meeting. He said an employee of the Management Company can be appointed as the Election Inspector and the Board can adopt the following: We name Monaca Smith as Inspector. The inspector can designate someone believed to be equally qualified and without a conflict of interest in the event the inspector is unable to attend. The person appointed shall have the same duties as the inspector. The inspector may utilize the assistance of others to assist in the performance of their duties.

Ms. Carry made a motion that was seconded by Ms. Bunn and unanimously carried to adopt the resolution as written appointing Monaca Smith the Election Inspector for the 30th Annual Meeting.

Bad Debt Write Offs: Mr. Crump said the Board needs to write off uncollectible bad debts for account #s 959101, 977304, 991310, 997340, 982002 for a total of \$25,831.16.

Mr. Macdonald made a motion that was seconded by Ms. Carry and unanimously carried to write off the uncollectible bad debts for the units listed for a total of \$25,831.16.

Authorization to Proceed with Recording Notice of Delinquent Assessments: Ms. Bunn made a motion that was seconded by Ms. Carry and unanimously carried to authorize Sunrise Assessment Services to record a Notice of Delinquent Assessments for TS#s 15149, 15150, 15151, 15152, 15153, 14665.

Announcement of Decisions Made in Executive Session at the October 21, 2009 meeting:

Due to no business, no decisions were made in Executive Session.

Time, Date and Place of Next Regularly Scheduled Meeting:

Mr. Crump announced the next Regularly Scheduled Meeting will be held on Wednesday, January 20, 2010 at 6:45pm for Open Forum and 7:00pm for the Regular Meeting.

Adjournment:

There being no further business to come before the Board, the Regular Meeting adjourned at 8:00pm.