

CROWN COLONY HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS' MEETING

January 20, 2010

The meeting was called to order by President, Rick Crump at 6:15pm in the Clubhouse.

Present:

Mr. Rick Crump, President; Ms. Kathy Carry Vice President; Mr. John Macdonald, Treasurer; Ms. Rosemary Henry, Secretary

Also Present:

Ms. Rita Nicolas and Ms. Monaca Smith of Common Interest Management Services.

Absent:

Ms. Jaye Bunn, Member

Executive Session:

The Board reviewed and discussed the correspondence from Berding & Weil and the Grievance Committee's recommendations from its January 6, 2010 meeting and made its decisions accordingly.

Reading, Correcting and Approving Minutes:

The minutes of November 18, 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 November 30, 2009: The Board acknowledged receipt of the financial statement ending November 30, 2009 as prepared by Bautista & Co. which reflects a monthly deficit of \$17,357, an ending cash balance of \$1,739,630 and total investments of \$1,332,167 which is designated to reserves.

Financial Statement Ending December 31, 2009: The Board acknowledged receipt of the financial statement ending December 31, 2009 as prepared by Bautista & Co., which reflects a monthly deficit of \$8,534, an ending cash balance of \$1,651,218 and total investments of \$1,350,388 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 Installation: Mr. Crump said the Board needs to ratify the installation of a new sliding door and window at 365 Half Moon Lane #5.

Ms. Henry made a motion that was seconded by Ms. Carry and unanimously carried to ratify the window and sliding door installations for the unit listed.

Ratification of Electric Fireplace Installation: Mr. Crump said the Board needs to ratify its previous verbal approval of installation of an electric fireplace at 375 Mandarin Dr. #302.

Mr. Macdonald made a motion that was seconded by Ms. Henry and unanimously carried to ratify the electric fireplace installation at 375 Mandarin Dr. #302.

Ratification of Proposal from Dan Butler & Associates to Open Walls at 397 Imperial Way

#303: Mr. Crump said Dan Butler & Associates submitted a proposal for \$1,718.75 to open three areas inside the unit at 397 Imperial Way #303 to determine why there are cracks at these areas. He said the work was recommended by the Association's Architect who submitted a letter. Mr. Crump said if no structural damage is discovered the walls will be closed; however, if there is, Dan Butler & Associates will submit a proposal for these repairs.

Ms. Carry made a motion that was seconded by Ms. Henry and unanimously carried to ratify the proposal by Dan Butler & Associates for a cost of \$1,718.75.

Ratification of Irrigation Line Repairs at Bldg. 2 - Ideal Landscape - Line #9953: Mr. Crump said that the Board needs to ratify the irrigation repairs at bldg. 2 by Ideal Landscape for a cost of \$4,975.

Ms. Henry made a motion that was seconded by Ms. Carry and unanimously carried to ratify the irrigation repairs by Ideal Landscape for a cost of \$4,975 to be funded from line #9953.

New Business:

Addendum to Satellite Dish/Cable Installation Guidelines: Mr. Crump said it was observed that there are some units that have more than one cable line going through the unit and that an addendum should be made to the satellite dish installation and cable guidelines to allow only one cable line on the exterior of the building and that any additional lines must be installed only inside the unit.

Ms. Carry made a motion that was seconded by Ms. Henry and unanimously carried to approve the addendum for the satellite dish and cable guidelines as presented.

Annual Jetting of 2", 3" and 4" Plumbing Lines - Golden Gate Plumbing - Line #5195: Mr. Crump said Golden Gate Plumbing submitted a proposal to perform the annual jetting of the plumbing lines in the garages of the 3-story buildings for a cost of \$11,000 which represents no increase from last year's cost.

Mr. Macdonald made a motion that was seconded by Ms. Henry and unanimously carried to approve the proposal from Golden Gate Plumbing for a cost of \$11,000 to be funded from line #5195.

Authorization to Proceed with Recording Notice of Delinquent Assessments: Mr. Macdonald made a motion that was seconded by Ms. Henry and unanimously carried to authorize Sunrise Assessment Services to record a Notice of Delinquent Assessments for TS#s 15291, 15292, 15293, 15294, 15295, 15296, 15297, 15298, 15299, 15352, 15446, 15445.

Announcement of Decisions Made in Executive Session at the November 18, 2009 meeting:

Wrong-Way Driving Violation - 395 Imperial Way: Mr. Macdonald made a motion that was seconded by Ms. Henry and unanimously carried to approve the recommendation of the Grievance Committee to assess this unit \$100 for the wrong-way driving violation since it is a safety hazard.

Balcony Violation - 391 Mandarin Drive: Mr. Macdonald made a motion that was seconded by Ms. Bunn and unanimously carried to approve the Grievance Committee's recommendation to assess this unit \$50 for the wood or cardboard box on the balcony since it is an infraction of the Architectural Do's and Don'ts.

Parking Space Violation - 385 Mandarin Drive: Ms. Carry made a motion that was seconded by Ms. Bunn and unanimously carried to approve the Grievance Committee's recommendation to assess this unit \$50 for oil in the parking space since it is an infraction of the Architectural Do's and Don'ts.

Time, Date and Place of Next Regularly Scheduled Meeting:

Mr. Crump announced the next Regularly Scheduled Meeting will be held on Wednesday, February 17, 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 7:10pm.