

# CROWN COLONY HOMEOWNERS' ASSOCIATION

## BOARD OF DIRECTORS' MEETING

June 16, 2010

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

### **Present:**

Mr. Rick Crump, President; Mr. John Macdonald, Treasurer and Ms. Jaye Bunn, Member

### **Also Present:**

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

### **Absent:**

Ms. Kathy Carry, Vice President and Ms. Rosemary Henry, Secretary

### **Executive Session:**

The Board reviewed and discussed the Grievance Committee's recommendations from its June 2, 2010 meeting and the Appeal for a Waiver of the Dog Size Rule and made its decisions accordingly.

### **Reading, Correcting and Approving Minutes:**

The minutes of May 19, 2010 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 May 31, 2010:** The Board acknowledged receipt of the financial statement ending May 31, 2010 as prepared by Bautista & Co., which reflects a monthly deficit of \$12,173, an ending cash balance of \$1,868,031 and total investments of \$1,667,520, 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 of Window and Door Installation:** Mr. Crump said the Board needs to ratify the installation of a new sliding door and window at 365 Half Moon Lane #3.

Ms. Bunn made a motion that was seconded by Mr. Macdonald and unanimously carried to ratify the window and sliding door installation for 365 Half Moon Lane #3.

### **New Business:**

**Revision to Architectural Do's and Don'ts - Bikes Stored in Assigned Parking Spaces:** Mr. Crump said the Board needs to approve the consideration of a rule change and a revision to the Architectural Do's and Don'ts to read as follows: "Residents may park no more than 2 adult bicycles under the storage locker of their unit's deeded parking space. No children's bicycles will be allowed. Residents do so at their own risk." This rule was discussed at the June meeting. The Board, at its meeting on July 21, 2010, may then adopt the revision. This rule would go into effect immediately upon adoption.

Mr. Macdonald made a motion that was seconded by Ms. Bunn and unanimously carried to approve the consideration of the rule change to the Architectural Do's and Don'ts as presented.

**Roof Survey Proposal - D.C. Taylor Co. - Line 9950:** Mr. Crump said D.C. Taylor submitted a proposal to prepare a roof survey at 25 buildings for a cost of \$7,495.

Mr. Macdonald made a motion that was seconded by Ms. Bunn and unanimously carried to approve the proposal from D.C. Taylor for a total cost of \$7,495 to be funded from line #9950.

**Bad Debt Write Offs:** Mr. Crump said the Board needs to approve the write off of uncollectible bad debts totaling \$19,136.89.

Mr. Macdonald made a motion that was seconded by Ms. Bunn and unanimously carried to approve the write off of bad debts totaling \$19,136.89.

**Authorization for Sunrise to Publish Notice of Delinquent Assessments for TS#s:** Ms. Bunn made a motion that was seconded by Mr. Macdonald and unanimously carried to authorize Sunrise Assessment Services to publish a notice of delinquent assessment for TS#s 16031, 16189, 16190, 16192, 16193, 16194, 16195.

### **Announcement of Decisions Made in Executive Session at the May 19, 2010 meeting:**

**Balcony Violation - 397 Imperial Way:** Ms. Henry made a motion that was seconded by Ms. Bunn and unanimously carried to assess this unit \$50 for the balcony violation since it is an infraction of the Architectural Do's and Don'ts.

**Patio Violation - 397 Half Moon Lane:** Ms. Henry 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 patio violation since it is an infraction of the Architectural Do's and Don'ts.

**Balcony Violation - 376 Imperial Way:** Ms. Henry 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 balcony violation since it is an infraction of the Architectural Do's and Don'ts.

**Storage Locker Violation - 397 Imperial Way:** Mr. Macdonald made a motion that was seconded by Ms. Carry and unanimously carried to not assess this unit since the violation was corrected

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**Unit Door Violation - 385 Mandarin Dr.:** Mr. Macdonald made a motion that was seconded by Ms. Carry and unanimously carried to approve the Grievance Committee's recommendation to assess this unit \$100 for the repeated unit door violation.

**Authorization to Proceed with Foreclosure for TS#14667:** Mr. Macdonald made a motion that was seconded by Ms. Bunn and unanimously carried to authorize Sunrise Assessment Services to proceed with foreclosure for TS#14667.

### **Time, Date and Place of Next Regularly Scheduled Meeting:**

Mr. Crump announced the next Regularly Scheduled Meeting will be held on Wednesday, July 21, 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 7:05pm.