

Crown Oaks Property Owners Association, Inc.

**MINUTES
BOARD OF DIRECTORS MEETING
January 21, 2016
Montgomery Community Center
6:30pm**

Call To Order:

The meeting was opened at 6:36pm.

Establishment of Quorum:

Roll Call:

Mike Kelly, President:	Present
David Mallette, Vice President	Absent
Cathi Bass, Secretary:	Present
Nolan McWherter, Treasurer	Absent
Kenny Ritter, Director, ARC:	Present
Kevin Hosier, Director:	Present
Stan Jacobs, Director	Absent
Mindy Porter, Director:	Present
Dean Wilburn, Director:	Absent

Management: Jennifer Stanley, SPPE

Owners: Sign In Sheet Attached

Guests: Officer Dale Bible – Security Patrol

Discussion: Officer Bible addressed the Board and Members present discussing the community's typical issues with vandalism, theft and trespassing. Officer Bible stressed that Security Patrol is a great deterrent, but no amount of patrol will completely eliminate the typical issues the neighborhood faces. He has seen a significant drop in minor curfew violations in the Parks and has been able to reduce the number of ATV and off road vehicles coming and going from Crown Oaks that do not live there. Officer Bible reminded the Owners that the streets are private and if they have issues they need to contact the Sherriff's Department not Patrol directly. Signs will be added to the Entrance Gates "Security Patrol in Effect"

July 16, 2015 Board Meeting Minutes:

Motion: Mindy Porter made a motion to approve the July 16, 2015 Board Meeting Minutes as presented.

Second: Cathi Bass seconds the motion.

Carried: The motion was carried.

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September 17, 2015 Board Meeting – Cancelled Lack of Quorum

December 17, 2015 Drainage Meeting – HOLD (Minutes will be approved at next Board Meeting)

October 29, 2015 – Annual Meeting – Canceled Lack of Quorum

November 19, 2015 – Reconvened Annual Meeting – Draft Minutes will be posted

Financial Reports:

Discussion: The Board reviewed the Year End 2015 Financial Reports and Budget Comparisons.

Motion: Mike Kelly made a motion to approve the Financials as presented.

Second: Mindy Porter seconds the motion.

Carried: The motion was carried.

2015 CPA Review: VanWassehnova & Associates will begin the 2015 Financial Review.

Reserve Study:

Discussion: The Board will review the Final Report submitted by Criterium-Farrell.

Old Business:

Maintenance Report:

Access Gates: The Board reviewed the 2014 and 2015 Expense Report on Gate repairs.

LED Signs: Signs Etc. has been out twice to investigate issues with the LED Sign at the Rear Entrance (not working) and programming issues with the LED Sign at the Front Entrance. Opinion – not repairable, suggest replacement.

Motion: Kevin Hosier made a motion to remove both signs and not replace at this time.

Second: Kenny Ritter seconds the motion.

Carried: The motion was carried.

Front Entrance Wall: Masonry Crack -Bidding Repair

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Fence Repair Section 3 – 30' Multi-Purpose Easement:

Discussion: The Board reviewed an Owner request to repair a privacy fence at the end of Crown Oaks Drive; the wooden privacy fence is on the back of Lots 108 and 109 in Section 3. The Board feels that this is not the Association's responsibility; a response letter will be sent to the owner letting them know they should make arrangements to repair.

Crown Lake Park Equipment Painting - Bidding

Emergency Drainage Repairs:

Motion: Kenny Ritter made a motion to accept the proposal by Daniel Dean, LLC. to perform emergency erosion repairs to washed out utility lines under the road on Crown Oaks/Imperial Lane and Crown Oaks/Kingridge.

Second: Cathi Bass seconds the motion.

Carried: The motion was carried.

Culverts and Drainage – Legal Opinion:

Discussion: Several Owners have requested that their personal culverts be dug out, a significant number of culverts are in need throughout the community. The Board sent the question of whose responsibility it is to perform the work over to the Association's Legal Council for response as the bids to dig out all culverts that are 50% or more blocked was costly. The Attorney stated if the drainage ditch is within the boundaries of the owner's lot, the cost to maintain the drainage ditch is the owner's. However, if the owner does not properly maintain the ditch; the Association is obligated to do so. The Association is entitled to charge back costs, but the Declaration makes the Association ultimately responsible to insure that the drainage ditches are property maintained. Therefore, if they are not, the Association will be exposed to claims for damages that might result. The Board will continue to discuss this important issue.

Majestic Lake Court – Speed Bump Request:

Discussion: Speed Bumps only for the Main through roads.

Motion: Kenny Ritter made a motion to deny the request for adding a speed bump on Majestic Lake Court.

Second: Kevin Hosier seconds the motion.

Carried: The Motion was carried.

Road Repairs: The Board review and approved the Road Repair List and bid submitted by RockTek. Additional Stop Signs will be ordered and kept on hand to use as needed.

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Social Committee: Discussion – Pictures with Santa was a success!

COPOA Easter Event at Majestic Park

The Easter Bunny is coming and wants a Photo with you! Join us for the fun on **Sunday, March 20, 2016 1:00pm at Majestic Park.**

*Please bring 1 dozen filled eggs per child participating in the Egg Hunt

** Parents please be mindful of Nut Allergies

**Please bring a Can Good as we will be collecting for food donations

COPOA Community Garage Sale

Saturday, April 16, 2016

Spring Fling BBQ at Majestic Park

Saturday, April 23rd, 2016 TBD

Communications:

Nabor Network Interactive Website:

Discussion – Management posts news and updates they do not monitor the resident's feed, please email office directly with Maintenance Requests so they can be addressed.

Old Business:

Capital Improvement Projects:

Majestic Park:

Lighting Additions: The Board reviewed the 2nd Bid received for Majestic Park Lighting. A 3rd Bid will be obtained, questions regarding vandal proof walkway lights will be investigated with Bidders.

Community Building: Long Term Planning, advantages to borrowing funds while interest rates are low, Project would be brought to the Community for further discussion.

New Business:

Committees:

Long Term Planning:

Discussion: The membership discussed possible Community Upgrades: Community Building, Basket Ball Court, Gazebo or Covered Pavilion.

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Gates & Access Control:

Discussion: Upgrading Gates, Access Cameras – Bidding

Safety:

Discussion: Speed Control Signs

Social:

Discussion: Need for additional Members

Roads and Maintenance:

Discussion: Speed Bumps

Board Meeting Adjournment 8:29pm

Motion: Mike Kelly made a motion to adjourn at 8:29 pm.
Second: Mindy Porter seconds the motion.
Carried: The motion was carried.

Next Meeting:

The Board will meet on Thursday of every other month at the Montgomery Community Center at 6:30pm.

Thursday, January 21, 2016
Thursday, March 24, 2016
Thursday, May 26, 2016
Thursday, July 21, 2016
Thursday, September 22, 2016
Thursday, November 17, 2016

Submitted by: Jennifer Stanley, Community Manager

Signed: _____ Date: _____