

Crown Oaks Property Owners Association, Inc.

MINUTES
BOARD OF DIRECTORS MEETING
September 22, 2016
Montgomery Community Center
6:30pm

Call To Order:

The meeting was opened at 6:34pm.

Establishment of Quorum:

Roll Call:

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

Management: Jennifer Stanley

Owners: Sign In Sheet Attached

Ratify Board of Director Resignations:

Dean Wilburn, Director	Term 2016
Kenny Ritter, ARC	Term 2017
Kevin Hosier, Director	Term 2018
Stan Jacobs, Director	Term 2018

Motion: Mike Kelly made a motion to accept the tendered Board of Director resignations.

Second: Mindy Porter seconds the motion.

Carried: The motion was carried.

June 16, 2016 Board Meeting Minutes:

Motion: David Mallette made a motion to approve the June 16, 2016 Board Meeting Minutes as presented.

Second: Nolan McWherter seconds the motion.

Carried: The motion was carried.

Crown Oaks Property Owners Association, Inc.

Financial Reports:

Discussion: The Board reviewed the August 2016 Financial Reports. Operating Account: \$150,573, Reserve Account: \$363,219, Total: \$513,792. Collections for 2016 are at 99.61%, projects on budget.

Motion: Nolan McWherter made a motion to approve the Financials as presented and Transfer \$100,198 from Operating into the Reserve Account for Capital Expenditures.

Second: David Mallette seconds the motion.

Carried: The motion was carried.

Old Business:

Maintenance Report:

Crown Lake Park:

Painting Park Equipment:

Discussion: The Board reviewed 1 bid submitted out of 3 requested for the painting of park equipment. 30-days for solicited bids to be received.

Motion: Mindy Porter made a motion to approve the bid received from Aloha Construction, pending any additional cost effective bids received within the next 30 –days.

Second: David Mallette seconds the motion.

Carried: The motion was carried.

Decking:

Discussion: The board reviewed a bid for both decking replacement at the Crown Lake Dock, additional bids will be solicited for carpentry work.

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 for the benefit of the entire

Crown Oaks Property Owners Association, Inc.

community.

Committee Reports:

ARC – Establish Committee

Committee Members: David Mallette, Nolan McWherter were appointed.

Landscape – Need Committee Chair/Members

Roads – Establish Committee

Committee Members: David Mallette, Nolan McWherter

Security – Officer Bible to attend Annual Meeting – Security Report.

Social – Need Committee Members

Fall Garage Sale: Friday, October 21 – Residents Preview
Saturday/Sunday October 22/23 – Open to Public

Trunk N Treat: Saturday, October 29th 5:00pm – Majestic Park

Long Term Planning – Improvements - Need Committee Members

Gates & Access Control - Upgrading Gates, Access Cameras, Access Control Options
Committee Members: Alan Bass, Nolan McWherter

Discussion: Gate Track replacement, wiring for future surveillance camera use.
Surveillance Cameras – Hold for updated quotes.

Drainage – Establish Committee

Committee Members: David Mallette, Nolan McWherter

Discussion: Bidding out erosion from rains, investigating owner individual drainage concerns.

Lakes - Need Committee Members:

Discussion: Spill-way erosion – bidding.

Communications:

Nabor Network Interactive Website - 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.

Need Committee Members

Crown Oaks Property Owners Association, Inc.

Old Business:

Surveillance Cameras:

Discussion: Attorney draft policy for review.

New Business: N/A

**Board Meeting Adjournment 7:20pm into Executive Session to discuss:
Owner Presentation – Anthony Cecala, Collections, Property Inspection Reports.**

Motion: Mike Kelly made a motion to adjourn at 7:49pm.

Second: Mindy Porter seconds the motion.

Carried: The motion was carried.

**Adjournment of Executive Session and Adjournment of Board of Directors Meeting
7:45pm**

Next Meeting:

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

Thursday, September 22, 2016

Thursday, October 20, 2016 – **Annual Membership Meeting**

Thursday, November 17, 2016 TBD

Submitted by: Jennifer Stanley, Community Manager

Signed: _____ Date: _____