

CROWN OAKS PROPERTY OWNERS' ASSOCIATION

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE CROWN OAKS PROPERTY OWNERS ASSOCIATION

November 17, 2022, AT 6:30 PM at Montgomery Community Center

DIRECTORS PRESENT

Nolan McWherter, President
Aaron Walsh, Vice President
Brandon Parker, Treasurer
Rick Schissler, Director
Chris Carlson, Director
Craig John, Director
Jake Housman, Director
Natalie Littlejohn, Director

DIRECTORS ABSENT

None

IN ATTENDANCE

Courtney Duncan represented the managing agent, IMC Property Management

CALL TO ORDER

Due to notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:32 PM. The President, Nolan McWherter, presided and the managing agent assisted in recording the minutes.

APPROVAL OF

Ratification of Actions Between Meetings, Previous Minutes & Financials

On a motion duly made by Aaron Walsh, seconded by Brandon Parker, the minutes for the Board Meeting held August 25, 2022 & October 27, 2022, and financials for September & October 2022 were approved.

RATIFICATION OF ACTION(S) TAKEN BETWEEN MEETINGS

In an effort to expedite performance of the obligations of the Association between meetings of the Board of Directors, all of the Board members individually agreed to the following actions: The board approved the reserve fund transfer from the operating account in the amount of \$85,077.23. David Mallette submitted his resignation from the board.

Committee Leaders:

ACC Committee – Nick and Kelly Carter
Entrances/Access/Security – Jake Housman
Communication /Social –
Roads/Drainage – Brandon Parker
Lakes – Craig John & Mark Eichenberger

CROWN OAKS PROPERTY OWNERS' ASSOCIATION

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE CROWN OAKS PROPERTY OWNERS ASSOCIATION

November 17, 2022, AT 6:30 PM at Montgomery Community Center

Parks – Nolan McWherter & Aaron Walsh

Landscape – Aaron Walsh

Long Term Planning – Rick Schissler

Finance – Brandon Parker

COMMITTEE REPORTS

Architectural Control: Nick Carter reported all is going well with the committee.

Access Control/Security:

Jake Housman discussed the recent entrance sign cleaning by Next Gen Surfaces and gate updates regarding recent complaints on the gate's functionality.

Communications/Social: Nolan McWherter spoke on Lorissa's behalf regarding upcoming events for the community. Natalie also volunteered to help Lorissa through the remainder of the year for projects already in place.

Roads/Drainage: Brandon Parker discussed the bids received for road repairs and cold patch repairs to be completed by Molina.

Motion to approve Pavecon's road repair estimate for \$65,332.83 was made by Rick Schissler, seconded by Jake Housman, and the motion passed unanimously.

Lakes: Craig John spoke on his recent findings and will report back after further investigation with Hurricane Lakes and Parks and Wildlife regarding the lake's current conditions.

Landscape: Aaron Walsh spoke on the current landscapers and compliments received on the landscaping. The committee plans to meet with 3rd Day Creation to discuss the irrigation issues at the front entrance as well as removing trash from the parks during their visits.

Long Term Planning: Rick Schissler spoke on plans for 2023 per the reserve study.

Parks: Park improvements have been on hold and Nolan McWherter spoke on the plans to involve the community when the parks are repaired/replaced. Park trash to be removed by landscapers moving forward.

Finance: Financials were reviewed and approved by the board members from September & October 2022.

Motion to approve the draft budget for 2023 and annual maintenance charge of \$1,350 for each property (\$636.78 for maintenance funds & \$713.22 for reserve funds) was made by Rick

CROWN OAKS PROPERTY OWNERS' ASSOCIATION

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE CROWN OAKS PROPERTY OWNERS ASSOCIATION

November 17, 2022, AT 6:30 PM at Montgomery Community Center

Schissler, seconded by Jake Housman, and the motion passed with majority vote of the board. Nolan McWherter and Aaron Walsh opposed the motion/vote.

MANAGEMENT REPORT

Review of Financial Statements: The financial statements for the period ending October 2022 were reviewed. At that date, the Association had cash balances of \$175,649.55 in the operating and \$686,573.82 in reserves. Total operating income \$2,507.54 and expenses of \$62,023.49 that resulted in a deficit of \$59,515.95. Accounts receivable on October 31, 2022, was \$32,459.81.

OPEN FORUM

The Board responded to questions from the floor throughout the meeting on the following topics:

Lakes

Landscape

Irrigation

Roads

Budget

SCHEDULE NEXT MEETING

The next meeting of the Board of Directors of the Crown Oaks Property Owners Association will be held on February 23, 2023, at 6:30pm at the community center.

ADJOURNMENT

There being no further business, the meeting was adjourned to executive session at 8:02 PM.

Collections:

IMC is working with Strong Law Firm to collect monies owed to the association.

ARC Applications: Courtney Duncan reported the application process is still going smooth and applications submitted with all requested documents are approved within 24 hours.

Deed Restriction Violations: Courtney Duncan drives the subdivision monthly and sends violation letters per the documents for the association. Recent complaints received regarding chickens.

Work Orders: No report was given.

New Collection and Payment Plan Policy: The board discussed the payment plan fees.

CROWN OAKS PROPERTY OWNERS' ASSOCIATION

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE CROWN OAKS PROPERTY OWNERS ASSOCIATION

November 17, 2022, AT 6:30 PM at Montgomery Community Center

The board reviewed the accounts receivables, owner requests and violation reports. The board discussed the current payment plan fees/charges and voted to remove the fees and waive old bad debt under \$50 on the aging report. Courtney Duncan is to update the payment plan agreement form. Rick Schissler reported on the mediation for account COPO14996. The board discussed the committee chairs and officers.

ADJOURNMENT

There being no further executive business, the meeting was adjourned at 8:30 PM and open session was reconvened.

Motion to approve the mediation documents concerning account COPO14996 was made by Brandon Parker, seconded by Aaron Walsh, and the motion passed with a majority vote.

Motion to approve the removal of the \$25 processing fee and \$5 monthly charges for payment plans was made by Brandon Parker, seconded by Jake Housman, and the motion passed unanimously.

Motion to approve the removal of any bad debt under \$50.00 was made by Jake Housman, seconded by Brandon Parker, and the motion passed unanimously.

Board officers:

President – Chris Carlson

Vice President – Rick Schissler

Secretary/Treasurer – Brandon Parker

Committee Chairs:

ACC Committee – Nick and Kelly Carter

Entrances/Gates/Security – Jake Housman

Communication/Social – Natalie Littlejohn

Roads/Drainage – Brandon Parker & Chris Carlson

Lakes – Craig John

Landscape – Aaron Walsh and Nolan McWherter

Long Term Planning – Rick Schissler

Parks – Natalie Littlejohn

Finance – Brandon Parker & Jake Housman

CROWN OAKS PROPERTY OWNERS' ASSOCIATION

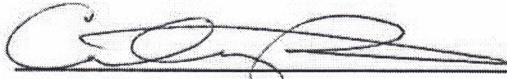
MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE CROWN OAKS PROPERTY OWNERS ASSOCIATION

November 17, 2022, AT 6:30 PM at Montgomery Community Center

ADJOURNEMENT

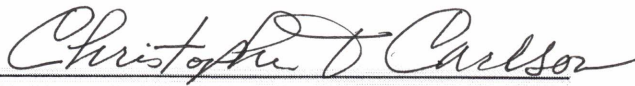
There being no further business, the meeting was adjourned at 8:45 PM.

Respectfully Submitted:

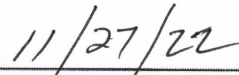


Recording Secretary

Approved:



Chairman of the Meeting



Date