

CEDAR CROSSING CONDOMINIUM ASSOCIATION (CCCOA)

Board of Directors Meeting
DRAFT Minutes
February 19, 2009

Board Members

Fred Praissman (FP)	President
James Farr (JR)	Vice President
Susan Carroll Palmer, (SP)	Secretary
Don Quick (DQ)	Treasurer
Joan Gorman (JG)	Director-at-Large

Management Staff - United Properties Associates

Elvis Benford (EB)	Association Manager
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Committee Chairs

Carol Praissman (CP)	Chair – Architectural Review Committee
Carol Praissman (CP)	Chair – Beautification Committee
Don Quick (DQ)	Chair – Budget Committee
Wayne Mark (WM) <i>absent</i>	Chair – Communication Committee/Newsletter
Vacant	Chair – Neighborhood Watch Committee
Virginia Meehan (VM)	Chair – Pool Committee
Joyce Tapley (JT)	Co-Chair – Social Committee
Jane Anderson (JA) <i>absent</i>	Co-Chair – Social Committee

Guests

1. Carol Praissman (CP), 408 WW
2. Virginia Meehan (VM), 709 WW
3. Linda Christy (LC) and guest, 703 WW
4. Abner Cain (AC), Dominion Landscaping

I. Call to Order

FP welcomed everybody and called the meeting to order. Notice of meeting was provided.

II. Establishment of a Quorum

It was confirmed a quorum was present.

III. Home Owner's Forum

A. CP scheduled the "Welcome Potluck" dinner for Saturday, March 21, 2009 in the community club house. This potluck will provide an opportunity for everyone to meet the new homeowners. The event and date will be posted in the newsletter and EB will put an announcement up on the mailboxes.

CP reminded everyone that the date for the community to work in the "butterfly and hummingbird garden" is scheduled for the first Saturday in March (March 7) with the rain date set for the following Saturday. This event and date will be posted in the newsletter and EB will put an

announcement up on the mailboxes.

CP also reminded everyone that the date for the community garage sale is scheduled for the first Saturday in May, May 2, with a rain date of the third Saturday, May 16, 2009. This event and date will be posted in the newsletter and EB will put an announcement up on the mailboxes.

B. VM announced that the painting of the fire hydrants and mailboxes is moving along and should be happening soon.

VM announced that she didn't personally agree with the BOD's approval of recent paint requests, specifically she doesn't like the colors homeowners are choosing to paint their doors and trim; she would personally prefer it if the colors on all the homes stayed within the Williamsburg palette.

VM reminded everyone who uses the clubhouse to clean the tables when they're done.

VM passed along a request from John Meehan to replace the American Flag that was retired this past December leaving the flag pole in front of the community club house empty. This item was put on the agenda under new business.

C. LC requested for the BOD to approve their request to install a palladium window. This item was put on the agenda under new business.

D. AC introduced himself as the representative for Dominion Lawn; they will be taking over the landscaping service in our development starting in March.

IV. Approval of Minutes

The minutes from the January 15, 2009 meeting were unanimously approved as written.

V. Treasurer's Report

A. It was unanimously approved to accept the treasurer's report as submitted subject to an audit.

VI. Committee/Officer Liaison Reports

A. Architectural Review Committee

1. 703 WW requested for the BOD to approve their request to install a palladium window. An appropriate request was submitted with an attached photo; the BOD will vote on this request under new business.

B. Beautification Committee

1. CP requested \$25 to purchase some flowers to plant at the mailbox on Cedar Common; the BOD will vote on this request under new business.

C. Budget Committee

1. The report submitted by DQ was unanimously approved as submitted.

2. DQ requested a check for \$300 for petty cash and additional cash to cover the approved monthly expenses from the social committee. the BOD will vote on this

request under new business.

D. Neighborhood Watch Committee

1. JF reported that he had spoken to Julie Jackson and she and her husband have agreed to start the Neighborhood Watch Program back up. EB will have Chester, the policeman who handles the Neighborhood Watch Program, come out and talk to Julie and her husband. EB will also see about getting copies of the home security packet so he can provide them to homeowners.

E. Pool Committee

1. VM reported that the water fountain will need some work before the pool opens for the season.

F. Communication Committee

1. Newsletter

Topics to be included in the next newsletter:

- a. "Welcome Potluck" dinner for Saturday, March 21, 2009 in the community club house. This potluck will provide an opportunity for everyone to meet the new homeowners.
- b. The date for the community to work in the "butterfly and hummingbird garden" is scheduled for the first Saturday in March (March 7) with the rain date set for the following Saturday
- c. The date for the community garage sale is scheduled for the first Saturday in May, May 2, 2009 with a rain date set for the third Saturday of the month, May 16, 2009.
- d. We are looking for a volunteer to write the newsletter, CP will write it in the interim.
- e. Remind everyone to periodically check their toilet tanks for leaks.

G. Social Committee

1. No business/report provided at this time.

VII. New Business

- A. The BOD unanimously approved the request from the Architectural Review Committee for 703 WW to install a palladium window.
- B. The BOD unanimously approved the request from the Beautification Committee for \$25 to plant flowers by the mailbox on Cedar Commons.
- C. The BOD unanimously approved the request from the Budget Committee for \$300 petty cash and \$100 to cover the previously approved monthly social committee expenses. The BOD asked EB to provide DQ with a check for \$400 to cover the two requests. DQ will keep separate receipts for petty cash and the social committee budget.

- D. The BOD unanimously approved the request from John Meehan for the association to purchase a new American Flag and have it hung in front of the club house.
- E. FP will continue looking into having the City of Chesapeake provide the trash pick-up for our development since all our homeowners pay taxes to cover this service. FP will draft a letter and EB will send it in.
- F. 408 WW request to remove the sick camellias in their front yard. The BOD unanimously approved the request with FP abstaining from the vote.

VIII. Managers Report

- A. EB provided an overview of violations and correspondence from homeowners.
- B. EB will look into getting volunteer insurance coverage for the association and will report back to the BOD.

IX. Meeting Adjourned

Next Board Meeting – Thursday, March 19, 2009
Third Thursday, monthly, 7:00-9:00 p.m.

Respectfully Submitted, Susan Palmer, Secretary