

CEDAR CROSSING CONDOMINIUM ASSOCIATION (CCCOA)

Board of Directors Meeting
DRAFT Minutes
January 17, 2008

Board Members

James Farr (JR)	President
Fred Praissman (FP)	Vice President
Wayne Mark (WM)	Treasurer
Susan Carroll Palmer, (SP)	Secretary
John Meehan (JM)	Director-at-Large

Management Staff - United Properties Associates

Robbie Schiff (RS)	Association Manager
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Committee Chairs

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

Guests

1. Virginia Meehan (VM)

I Call to Order

JF 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 VM requested a light-pole be installed by the clubhouse on the corner of the pool to better light this area. This would be similar to light-poles by the mailboxes which we rent from Virginia Power. RS will contact Virginia Power to get a cost estimate and will provide that information to the BOD by the next meeting.

B VM reminded the BOD about moving forward with the previously approved purchase and installation of flanking carriage lights for the door of the clubhouse. RS will facilitate the purchase and arrange for the installation prior to the next BOD meeting.

C VM pointed out the incorrectly painted circular attic vent in the neighborhood. The BOD explained that they would not be asking them to repaint that the BOD had been unclear in the letter that they had sent out to homeowners requesting paint to match and that the homeowner had good intent but had misunderstood that the need to color match was just for the shutters, front door, and

garage door and that the attic vent was considered trim. It was agreed that in future letters requesting painting be more specific to avoid this happening.

IV Approval of Minutes

The minutes from the November 15, 2007 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. No new requests for consideration have come in.

B Beautification Committee

- 1. No business/report provided at this time.

C Budget Committee

- 1. The budget for 2008 was approved.
- 2. \$300 was requested by WM for petty cash.

D Neighborhood Watch Committee

- 1. No business/report provided at this time. This chair position is still vacant.

E Pool Committee

- 1. Pool is closed for the season – No business/report provided at this time.

F Communication Committee

1. Newsletter

- a The next newsletter will be going out the end of January. UPA is going to do it this time.
- b Content for the next newsletter will include:
 - Results of the holiday light decoration contest
 - Contact information for the BOD
 - Water meters are the responsibility of the homeowners. The life expectancy of the water meter is 12 years so they are due to be replaced.

G Social Committee

- 1. No business/report provided at this time.

VII Old Business

A Pool repairs:

- 1. Repairs have been paid for. Some things still need to be done e.g. grout between the coping and the concrete. They will finish this when the weather is not as cold.

B Holiday Light Contest Update: SP reported the winners:

- 1. 515 Whisper Walk
- 2. 1219 Club Point
- 3. 509 Cedar Common

VIII New Business

A Reserve Study

- 1. RS will look into the cost of resealing the roads versus just fixing the cracks and will report back to the BOD at the next meeting

B Landscaping contract

- 1. Add aeration into our general contract with them for next year. This year it was a separate contract.

2. There is still a problem of yard access at 514 Whisper Walk. The BOD will schedule a tribunal at 6:30 on February 21 to discuss this issue with the homeowner.

IX Managers Report

A RS provided the BOD with her new mobile phone number: 757.652.9098

B Provided an overview of violations and correspondence from homeowners.

X Meeting Adjourned

Next Board Meeting – Thursday, February 21, 2008

Third Thursday, monthly, 7:00-9:00 p.m.

Respectfully Submitted, Susan Palmer, Secretary