

CEDAR CROSSING CONDOMINIUM ASSOCIATION (CCCOA)

Board of Directors Meeting

Draft Minutes

October 18, 2007

Board Members

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

Management Staff - United Properties Associates

Robbie Schiff	Association Manager
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Committee Chairs

Carol Praissman (CP) <i>Excused</i>	Chair – Architectural Review Committee
Carol Praissman (CP) <i>Excused</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)	Chair – Social Committee
Virginia Meehan (VM) <i>Absent</i>	Chair – Pool Committee

Guests

1. Chris Lopez (CL) – Home owner
2. Pat Harrah (PH) – Home owner
3. Lisa Harrah (LH) – Home owner
4. Sandy Richter (SR) – Home owner
5. Sandy Richter's fiancée (non-home owner)

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 Owners Forum

A JA requested that TreeLoren aim their blower away from her house when they're cleaning up after mowing.

B SR requested an update on the replacement of the tree removed from her yard a year ago. JF stated that the replacement tree was approved by the BOD and RS would add it to TreeLoren's schedule.

SR expressed concern over the current state of the front lawns and asked about the schedule for weeding and seeding. JF stated that TreeLoren will be aerating the lawns on Monday, October 29 and will be following up with seeding the lawns some time this season. Home owners will be notified when the seeds are planted so they can water their lawns appropriately.

C PH & LH expressed concern over the state of their neighbor's (514 Whisper Walk) back yard which has not been kept mowed and now has grass exceeding 15 inches. RS stated a letter had been sent already and TreeLoren had been contacted. JF stated that RS will contact TreeLoren again directing them to mow the back yard of 514 Whisper Walk and send the bill to the homeowner who is in non-compliance with current regulations regarding the maintenance of lawns.

D CL expressed concern over the front yard between 1211 and 1213 Club Point pointing out that the ground slopes away from the curb causing run-off problems which keeps grass from growing. JF stated that RS will have TreeLoren look at it.

IV Approval of Minutes

The minutes from the September 20, 2007 meeting were unanimously approved as edited (spelling correction: Lightning, pg. 3, E,1,e.)

V Treasurer's Report

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

VI Reports of Officers

A SP – nothing to report

B JF – nothing to report

C JM – nothing to report

D WM – suggested holding a decoration contest. This is addressed under "social committee"

VII Committee Reports

A Architectural Review Committee

1. No business/report provided at this time.

B Beautification Committee

1. No business/report provided at this time.

C Budget Committee

1. The proposed budget for next year has been reviewed by WM the chair of the Budget Committee. A meeting was scheduled to go over the proposed budget.

D Neighborhood Watch Committee

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

E Pool Committee

1. Status on approved repairs is covered under the manager's report.

2. Pool is closed for the season.

F Communication Committee

1. It was agreed that the Chair of the Communications Committee (WM) has the editing/content privileges for the newsletter.

2. The newsletter will go out by the end of the month and will include

- a information on the holiday decoration contest
 - b when the 2008 budget will be presented for approval since the home owners need 30 days advance notice.
- G Social Committee
- 1. JA provided a list of the attendees to the end of the season pool party.
 - 2. JA will be coordinating the holiday decoration contest.

VIII Managers Report

- A RS provided a packet of support documents to the BOD members prior to the meeting.
- B Contracts:
 - 1. Water – H2O contract was approved as presented and signed by JF.
 - 2. Pool Repairs and Winterizing – the contract was approved with edits. The contractor was asked to resubmit their proposal providing more clarity on the findings of the inspection prior to the contract being signed.
 - 3. Always Clean – The contract to power wash around the club house to remove rust on the cement was approved as presented and signed by JF
- C In a response to a home-owner (Hall) RS reported that an attempt was made to print a directory but homeowners did not want their information listed.
- D Previously BOD Approved Repairs and Maintenance – Status Report
 - 1. Club house lights – This still needs to be done. RS will have the contractor (Shane) purchase and install two new carriage lights (maximum of \$400 approved)
 - 2. Painting restroom doors – This still needs to be done. JF recommended RS contact Tidewater Fastners to check on their prices to repair or replace bathroom stall materials. RS will follow-up and schedule repairs.

IX Old Business

- A Newsletter addressed under Communications Committee report.
- B Status of approved repairs and maintenance addressed under the Manager's Report
- C New contracts addressed under manager's report.

X New Business

- A Pending contracts addressed under Manager's Report.
- B 2008 Budget – addressed under Budget Committee Report

XI Meeting Adjourned

Next Meetings – November 20, 2007
Third Thursday, monthly, 7:00-9:00 p.m.

Respectfully Submitted, Susan Palmer, Secretary