

**CROSSROADS PARK OWNERS ASSOCIATION
EXECUTIVE BOARD MEETING MINUTES**

Wednesday, October 23, 2019 – 6:00 PM
Tony McCrackin's House, 272 Crossroads Circle

Call to Order

The meeting was called to order at 6:04 pm by Tim Lund, Board President.

Determination of Quorum

Board members present were Tim Lund, Paul Forbes, Tony McCrackin, Debbie Kahaneck, and John Sorrell. With all five Board members present in person or by telephone a quorum was deemed present. Also present was Sylvia Pennings from Mountain Mansion Management.

Approval of minutes from August 1, 2019

The minutes of the prior Executive Board meeting were distributed to the Board members. There were no corrections. Debbie Kahaneck moved to approve the minutes as presented, and Tim Lund seconded the motion. All voted in favor to approve the minutes.

Financial Reports Through October 16, 2019

The members reviewed the financial reports with Sylvia Pennings. It was noted that the balance sheet reflects a balance of \$8,746.54. This is substantially less than what was in the operating account at the same time last year due to the money spent on concrete repairs. It was possible to fund those repairs with the operating account as opposed to utilizing the Reserve Fund, although this was a capital repair. John Sorrell made a motion to accept the financials as presented and Paul Forbes seconded the motion. The motion passed unanimously.

Infractions

Update on unapproved front door

Mountain Mansion Management has been in communication with the owner. The door has been replaced, however, the window pane to the side still needs to be replaced. The Board agreed on a deadline of December 31, 2019 for this owner to get this completed.

Old Business

Gutter Work – Completed Repairs & Gutter Clean Out (Scheduled for November)

The work to add downspout extensions where necessary was completed. SND Gutters is scheduled to do the gutter clean out in November.

Rental Restriction Amendment - Update

The amendment to restrict rentals to a minimum of 30 days did not pass the vote of the membership by 75% as required in the Governing Documents of the Association. This will be discussed again at the Annual Meeting.

Schedule Pond Clean Out (Both Ponds)

There will be enough money budgeted in 2020 for both ponds to be cleaned out. This work will be scheduled early in the year when S&E Wards is available and the weather permits. The Board would like to know if the liner is needed and whether or not it could be removed.

Heat Tape - Update

SND Gutters will be replacing the necessary heat tape when they do the gutter clean out.

New Business

2020 Budget

The Board is in agreement that dues must go up in order to appropriately budget for operating expenses and fund the reserve account for future capital repairs. It was agreed to invoice \$400 per unit for the first quarter and then increase dues to \$453.33 for the 2nd, 3rd and 4th quarters in 2020, pending ratification of the budget at the Annual meeting. Debbie Kahane made a motion to adopt the proposed 2020 budget as presented. Paul Forbes seconded the motion and it passed unanimously. A letter will be drafted to the homeowners explaining the dues increase and what expenses are expected for capital repairs in the future.

Tree Issue to the South

The Board will look at the trees that need to be trimmed and take care of the trimming themselves, if possible.

Outside Water Bibs

The Board is in agreement that outside water bibs are the responsibility of the homeowners.

Next Meeting Date

The next Executive Board meeting will be held immediately following the Annual Meeting, to be scheduled sometime in April 2020.

Meeting Adjourned

Tim Lund adjourned the meeting at 7:17 pm.

Respectfully Submitted by Sylvia Pennings, Mountain Mansion Management