

Note: For problems or emergencies contact CDC: During work hours call Rick Newman at CDC: 253-472-0825, e-mail rick@cdcmanagement.com; Dale: 253-441-9788; After Hours: 1-800-544-4912

**Coffee Creek Homeowner's Association
Monthly Meeting Minute, Board of Directors
December 18, 2008, 7-8 pm at the Coffee House**

PLEASE NOTE: The dues will be \$325 as of January 1, 2009

7:00 Call Meeting to Order – President

Present: Quorum- Fish/8, Hrivnak/24, Palmer/34, Schmeil/50 Homeowners: Sharon Kiesel/16, Linda O'Brien/19, Petra Lipka/43, Josh Streby/7, Joan Baker/18, Christie Rupert/27, David Dorosky/17, Cindy Stambaugh/10, Shawna McGatlin/15, Irene Clifton/55

7:00 Maintenance Technician Report – Dale Adams: Dale was absent due to the weather

A. Consent Calendar

1. Approval of November 20, 2008 Monthly Meeting Minutes: approved; moved by Hrivnak, seconded by Palmer
2. Next working meeting: January 8, 2009
3. Next monthly meeting: January 15, 2009

B. Secretary's Report: The reserve study will be posted to Coffee Creek website. The chimney report and CDC's services agreement will be posted this month as requested by homeowners.

C. Treasurer's Report: As of November 28, 2008 - Reserves \$37,992.38

D. Manager's Report: Rick was absent due to the weather

E. Old Business

1. Mailboxes for Coffee Creek/contacted every 6 wks/PENDING
2. Fence by potty lot/Apt complex to assist us in clean-up/PENDING
3. New small weave pool fence for 2009/bids: Board's bid proposal to be sent to CDC this month/PENDING
4. CCHOA collecting rent from landlord's until delinquent condo dues is zero/PENDING
5. 2008 Parking audit complete-collect unpaid parking spots for delinquent units/PENDING
6. Erosion repair by pool on creek side: Board's bid proposal to be sent to CDC this month/PENDING
7. Air conditioning unit brackets on side of unit 11/PENDING
8. Chimneys/dryer vents cleaning/Repairs: We have received report, see below item G6. There are four units that were not cleaned: 3, 22, 38, and 51. CDC will communicate repairs and scheduling to residents/PENDING

G. New Business

1. Ratification of the 2009 budget: Ratified. Dues will be \$325 as of January 1, 2009/CLOSED
2. The 2009 Board of Directors has 4 open slots for 4 new board members: If interested or you would like to nominate someone, please fill out the attached form and mail to CDC or deliver to board member/PENDING
3. #43 hedge removal: Proposal denied/CLOSED
4. Maintenance Technician's winter hours: Dale hours have been cut during the winter months (January 4 – May 5), he will now have Fridays off. If you need assistance on Fridays please contact CDC/CLOSED
5. New reserve account: A second reserve account will be opened. This reserve account will be used to fund large projects (roofs, siding, etc.). It will be invested into CDs or other high interest earning accounts. The original reserve account will maintain an amount of \$40,000 and will only be used for emergencies or smaller items/PENDING
6. Chimney report: Units 10, 16, and 21 are not to burn. Units 38 and 39 roof issue – leaking/PENDING
7. 2008 taxes: CPA has been contracted to complete 2008 taxes/CLOSED

7:30 PM – Homeowners Forum

Question: On 2009 Proposed Budget sheet that was mailed out to homeowners it states under utilities, Telephone-Emp Exp \$1,485.00. Why is this amount so high? Response: This is actually the gate telephone and the maintenance technician's phone. The board has been looking at every possible way to save money and this was one of the items that are being explored. The board has asked CDC to look into a new cell phone plan to save money/PENDING

Question: Why didn't a proxy form go out in the mailing of the budget information? Because the weather is so bad people may not have been able to make it that wanted to vote down the budget. Answer: The board conducted the meeting according to the rules set forth in the CC Declaration. Proxy votes are not done for the budget ratification. Any homeowner who would like a third party to explain/interpret the Declaration may contact CDC. If this is a legality issue, the board will take the correct steps to correct the issue/PENDING

Question: CDC has made several billing errors and is not responding in a timely manner. What is being done about this? Answer: The board will only know of complaints if you voice them. Please write down your problems and sign. You can bring these to a board meeting or deliver to a board members home.

Question: Why are our dues so high compared to other condominiums? Answer: We have more amenities the most local complexes. Research conducted by previous boards shows our dues are lower than other complexes on waterfront. We are also playing catch-up from boards several years ago that did not raise our dues at the proper times.

Petra Lipka/43 – CDC is charging me for parking that I do not feel is warranted. Board Response: Please submit in writing dates and facts so the board can review the issue and come to a conclusion/PENDING

7:55 PM - President's Remarks – We have recently had to change our insurance company due to the risk assessment completed by CAU (our previous insurance carrier). CAU decided that would not renew our policy due to the fact that we have aluminum wiring. The only way they would continue coverage was if Coffee Creek completely rewired all buildings to copper wiring. This, of course, is currently impossible. As the board looked into other insurance companies, several would not cover us. Others wanted us to install CO/ALR devices on every switch and outlet in every unit. We are currently insured, but it is obvious that the wiring will have to be addressed in the near future. Otherwise, we may find ourselves paying exorbitant premiums or not finding coverage at all.

8:10 PM - Good of the Order, Close of meeting

<http://www.cdcmanagement.com>

<http://groups.yahoo.com/group/coffeecreekcondominiums>