

Coffee Creek Homeowner's Association
Monthly Meeting Minutes
March 18, 2010, 6-8 pm at the Coffee House

7:00 Call Meeting called to Order: Vice President – Dale Gleason Vice President : Quorum- Dale Gleason, Vice-President; Megan Fish, Secretary; Linda O'Brien, Member at large
Homeowners: Elmer Bartley/7, Jennifer Hrivnak/24, Phyllis Palmer/ 34, Andora Parchman/14, Mike Romanio/42

A. Consent Calendar

1. Approval of January 21, 2010 and February 18, 2010 Monthly Meeting Minutes: January 21, 2010 minutes have not been produced yet; February 18, 2010 minutes approved
2. Next working meeting scheduled for: April 1, 2010
3. Next monthly meeting: April 15, 2010, 6-8pm in Coffee House
4. **Rescheduled Annual meeting: April 8, 2010, 6-7pm Coffee House**

B. Secretary's Report: Megan Fish- The minutes will now be mailed out to all homeowners with their monthly statements. If a homeowner has requested to receive their statement by e-mail they must log-on to the VIS web-site to view the minutes.

C. Treasurer's Report: Given by Eugene Shevchuk, VIS Group: Operating, \$15,230; Reserve, \$36,651; Insurance, \$1,172; Delinquencies \$26,747 – Motioned to accept: Approved

D. Manager's Report: See items C., E2 – E9, E16, E18, E19, F1-2, 4-6, 10, 11

E. New Business

1. Annual meeting: The February annual meeting was rescheduled because a quorum was not present. The meeting has been rescheduled for April 8 at 6p.m. in the Coffee House.
2. Security cameras: Bids requested, awaiting response/PENDING
3. Keyless lock for Coffee House: VIS provided info, board decided on re-keying Coffee House at this time/PENDING
4. Pedestrian bridge redecking: resurfacing with trex decking that is left over from the coffee house redecking, VIS to obtain bids/PENDING
5. BBQ rules: Insurance company required that all homeowners with BBQ's were notified that all BBQing must be done at designated BBQ location (the Pointe)/CLOSED
6. Coffee House chimney repair: Repairs have been complete, still needs chimney cap/PENDING
7. Unit 32 sewer vent: Pierce County to smoke vents to make sure issue is resolved/PENDING
8. Engineer roof inspection: Second Engineer Inspection completed by Dimensional Building Consultants. Report has been posted to VIS web-site under Documents/Reserve Study for homeowners to review/CLOSED
9. Maintenance position: Board looking into pool cleaning company bid, VIS to provide/PENDING; maintenance position posting by VIS shortly/PENDING
10. VIS contract: Pending board approval/PENDING
11. Unit 39 refund: Credit has been posted to account/CLOSED
12. Unit 33 trash: VIS to notify homeowner/PENDING
13. Unit 15 appeal: Discussed in closed session/CLOSED
14. Lagoon restoration/purchase approval: Board approved purchase for items to be utilized in "pilot project" for small portion of sediment removal in the shallow lagoon, native plants will be not be touched/CLOSED
15. Unit 5 appeal: Discussed in closed session/CLOSED
16. Double check valve replacement: Awarded to TruGreen, Motioned, Approved/PENDING
17. Unit 25 parking/blue Volvo towing: Unit 25 violating visitors parking spot, VIS to notify/PENDING; Volvo towed due to violating visitors parking spot, not registering vehicle with VIS and expired tabs/CLOSED
18. Chimney cleaning/Inspection: Bid awarded to South Sound Sweeps to inspect from roof line up and clean those units needed/PENDING
19. Moss and Crane fly: Bid awarded to TruGreen to treat/PENDING

F. Old Business

1. PSE gas holes in front of unit 36 – to be sealed with a patch: PSE to seal/PENDING
2. Unit 4 water damage/power: Unit has been winterized/CLOSED
3. New board members: Coffee Creek is still in need of new board members, three board members remaining. Please support your community and consider serving on board. Election is on April 8 at annual board meeting/PENDING
4. Gate timers: FenceCo has been notified that timers are not working/PENDING
5. Delinquency action-update: Discussed in closed session; Received two payments from unit at attorney/ONGOING
6. Outdoor lighting (pet lot, bridge lights): Completed by Jovico/CLOSED

7. Pool cover: Warner Bros. to fix skimmer then cover pool/PENDING
8. Boat Moorage/storage charges/changes to Rules and Regulations: Awaiting attorney approval/PENDING
9. Unit 29 deck: Complete/CLOSED
10. Chimney cap bids: Bid awarded to South Sound Sweeps to inspect/PENDING
11. Unit 16 chimney: Complete/CLOSED
12. Fence post behind unit 24: Post was not placed in cement, VIS to follow up on bid/PENDING

8:50 PM -- Homeowners Forum

Jennifer Hrivnak/24: unit 30 shut off valve has not been uncovered yet/PENDING; Suggested Mike Rowley to do work on resurfacing bridge/VIS to request bid/PENDING

Mike Romano/42: Leak in units 40, 41, and 42 was brought to boards attention; VIS has obtained bid from Jovico; Board to review and advise/PENDING