

**Coffee Creek Home Owner's Association
Monthly Meeting Minutes, Board of Directors
December 16, 2010, 6-8 pm at the Coffee House**

Board Member Present: Linda O'Brien - President, Joyce Warner, Member at Large.

Absent: Dale Gleason - Secretary, Elmer Bartley, Treasurer, Rich Rocks (Inactive)

Homeowners Present: Shawna McGatlin #15, Sharon and Mike Kiesel, #16, Dave Dorosky, #17, Sherry Scott #23, Ed and Jennifer Hrivnak #24, Phyllis Palmer # 34, Rita Senecal #38.

Vis Representatives: Vasiliy and Angel Ernst

*****Consent Calendar:** Next Monthly Meeting – January 13, 2011 – 6 PM – Coffee House

*****Note date change.**

Joyce Warner stated that the Board had approved an increase of dues to \$456.84 which was in error since the Board had approved a dues increase to \$450.00 at the November meeting. She felt this was misleading the owners at Coffee Creek. Vasiliy stated this was an oversight on their behalf and the letter should have used the \$450.00 figure.

Joyce Warner also suggested that copies of the minutes be included with the billing statements. Vasiliy reported the minutes have not been sent to homeowners because they had not been approved due to the lack of Board Members present. The Board did approve the minutes for the October and November meetings and those minutes will be mailed to the homeowners.

Dave Dorosky arrived late for meeting and discussed the lack of minutes and that they were not informed of the proper time of the meeting. He felt the budget ratification meeting should have been rescheduled since some homeowners did not receive proper notice. Vasiliy stated that all homeowners were sent the Budget Ratification letter of November 30, 2010. Ed Hrivnak, a member of the budget committee, suggested that the Budget Committee be formed in August to have sufficient time to complete the budget and be able to schedule the Ratification Meeting earlier rather than around the holidays.

The budget was approved for the dues to be increased to \$450.00 per month beginning on January 1, 2011.

A. Reports:

1. Approval of Minutes from the 10-21-10 and 11-18-10 meetings: The minutes were approved.

2. Current Financial Report: Assets are \$154,895.55 with liabilities of \$69.17. Receivables are \$26,056.45.

3. Maintenance Report: None

4. Managers Report: Vasiliy has been talking to a bank regarding the possibility of underwriting a loan to pay for siding and roofing repairs. If a loan would be available it would reduce a possible special assessment to pay for these repairs. Pending

B. Old Business:

1. Entry Gate: The gate code will be changed on December 23, 2010. The new gate code will be 1223. All homeowners will be notified. The exit gate is to remain open from 5:30 am to 8 am. The exit gate needs to be replaced and a bid of \$5,215.24 has been submitted by Fenco. Joyce Warner will be contacting Fenco regarding some questions on the bid and will get back to the Board regarding the exit gate. - Pending

2. Siding Evaluation Report: Dimensional supplied the Board with a very intensive report concerning siding and structural problems. Structural problems in Units 44 and 56 need to be addressed promptly. Siding is not up to code and needs to be addressed as well, however, the structural problems are more important at this time.

3. Units under repair: NVL Labs was hired to perform an additional Mold Assessment on Unit 43. A report had not been received at the time of the meeting. That report is forthcoming and will be forwarded to the Board when received. Pending

C. New Business: No new business was discussed at this meeting.

D. Homeowners Forum:

Shawna McGatlin asked if there is a time line concerning increasing or decreasing the dues. Vasily indicated there is no time line at the present. One-third of the dues are designated for the Reserve Account. That account must be maintained to complete repairs as necessary and maintain the property.

Phyllis Palmer requested that a \$30.00 fee be removed from her account. This fee was initiated when Dave's truck was broken into and he parked illegally overnight. The Board recommended that the fee be removed. Vasily stated this fee would be removed. Additionally, Phyllis reported she no longer has a motor home and to remove that fee for the RV park as well. Her boat is still parked in the RV lot.

Adrianne remains on medical leave.

Richard Rocks continues to live with his daughter. There is no new report.

E. Adjournment: - 8:00 PM?

Respectfully submitted,
Joyce Warner - Acting Secretary
CCHOA