

DISCLAIMER: The MINUTES displayed below are from the most recent Board meeting and HAVE NOT YET BEEN APPROVED by the Board of Directors. As such they are for information purposes only. After Board review and acceptance, the minutes posted for the previous meeting are recorded in the files.

**Coffee Creek Homeowner's Association  
Meeting Minutes, Board of Directors  
June 24, 2014, 6:00 pm – Coffee House**

- I. Call to Order: 6:04 pm by Lynn Miller, President
- II. Quorum established.
- III. Board Members Present: Lynn & Janine Miller, # 24, Rita Senecal, #38, Joyce Warner, #41, Phyllis Palmer, #34, Petra Lippa, #43, Shawn Walker, # 46, Rob Cooper, # 47.
- IV. Homeowners Present: Paul , # 37, James & Donald #9, Lynn, # 48, Sharon, #16, Georgiana & Gayle # 29, Elmer, #7, Linda, #19.
- V. Others Present: Stacy Stanger, JC Higgins & Associates.
- VI. Approval of Agenda: The Agenda was approved.
- VII. Minutes: The minutes of the May 27, 2014 meeting were approved with a motion by Phyllis, seconded by Petra.
- VIII. Financial Report: As of June 24, 2014, the association has \$82,409.20 in the operating account, \$95,794.08 in the reserve account and \$7,743.65 In insurance reserves. The delinquencies total \$25,519.53 Some are dues remain owed for April and May.
- IX. Management Report: Regarding compliance issues the following violations were addressed: 5 dogs, 5 parking, 2 storage/debris and 1 structure. A total of 3 fines have been assessed. Etters regarding the violations have been mailed.
- X. Old Business: A report on the website was given by Paul. Paul asked to have the following items approved regarding the website.
  - 1. To make the website public on July 1, 2014.
  - 2. To have a tab for Sales/Rentals for owners to advertize for a cost.
  - 3. The following items for owners will be password protected, brief financial reports and the roster.
  - 4. Reimbursement of costs for the website of \$71.00 to establish the website and \$49.00 for one year.

A motion by Petra and seconded by Janine to approve. The motion was approved.

Front decks and railings were discussed. They are to be repaired on July 7, 2014.

Phyllis has a problem with her back deck. Rob will check that out.

The spraying of the lake will be July 5<sup>th</sup> through the 30<sup>th</sup>.

- XI. The problem lights around the area are not PSE owned. They are our lights and need to be fixed.

The gutters need to be cleaned and in obtaining bids it was recommended that they be replaced. Bids were obtained. Advanced Custom Gutters bid of \$18,307.00 plus tax including a warranty, was submitted along with one other bid. A motion was made by Joyce and seconded by Janine for Advanced Custom Gutters to do the job. The motion was approved.

- XII New Business: The roofs on 25 through 36 need to be repaired. The following bids were prepared by McMains Roofing:

Unit 28: \$3,911.05.

Unit 29: \$4,567.45

Units 30, 31, 32, 34, 35, 36, & 42: \$16,442.82

Unit 37 & 44: 11,596.40

Unit 41 & 44: 11,596.40

Garages \$2,625.60 X 8 garages and \$1,219.81 X 5 porches.

A motion was made by Shawn and seconded by Rob to repair Unit 25 through 36. The motion was approved.

Three bids were submitted for trimming the trees. Over the Top, \$1,367.50, Northwest Tree Experts, \$4,813.60 and Canzler Tree Service, \$3,063.20. A motion by Petra and seconded by Phyllis to use Canzler. Motion approved. Stacy would like the firewood that would be available. Three trees around the pool area will not be removed until September after the pool is closed.

There was a motor stolen from the pontoon boat at the dock. Stacy stated there is a new roster on the website. Pool heater cost was \$3,000.00.

After an executive session, the meeting was adjourned with a motion by Shawn, seconded by Petra at 8:10 p.m.

Homeowners Forum: The PSE grate between units 34 & 35 needs to be repaired. Stacy will address. Units 2 & 31 have white doors. Randy has the paint. The roof on Unit 29 was discussed. Rob will check out the problem. Good comments were made about the improvements to landscaping that have been done.

- XII. Next meeting will be July 29, 2014 at 6 pm in the Coffee House.

Working meeting July 24, 2014 at 11 am in the Coffee House.