

**Coffee Creek Homeowner's Association
Monthly Meeting Minutes, Board of Directors
April 16, 2015, 6:00 pm – Coffee House**

- I. Call to Order: 6:04 pm by Kelly Selby, President

- II. Quorum established.

- I. Board Members Present: Rita Senecal #38, Joyce Warner #41, Rob Cooper, 47, Elmer Bartley, #7, Kelly Selby, #52

- I. Homeowners Present: Deborah, #56, Loretta, #55, Phyllis, #34, Alex & wife, #31,

- I. Others Present: Shannon, JC Higgins & Associates.

- I. Approval of Agenda: The Agenda was approved.

- I. Minutes: The minutes of the March 19, 2015 were approved by a motion from Rob, seconded by Rita.

- I. Financial Report: As of April 16, 2015, the association has \$5,000.00 cash on hand, \$139,282.88 in the general Reserve Account and \$8,080.08 in the insurance reserves and \$5,566.71 in the savings account. The delinquencies total \$17,064.13 consisting of 11 accounts. One account filed bankruptcy.

- I. Management Report: Shawn Walker, #46 requested to have his front door replaced and the balcony repaired. Two quotes will be obtained. Linda MacFadden, #25, is requesting an AC unit be installed on the outside of her unit under the deck.

Loretta Garrett, #55, is requesting her balcony be repaired and storage area door be repaired. Quotes will be obtained. She would also like to have her down spout moved to a different area so water doesn't run onto her walkway.

- II. Old Business: The gate system seems to be working well. Owners need to get their own gate clickers through the gate company.
- III. New Business: The AC unit for Unit 25 was discussed and approved by a motion by Kelly and approved by Rob. Roley submitted a proposal to fix the balcony and the door on #55 for \$1,635.53. Approved by a motion by Joyce, seconded by Rob.

The walk through will be completed before the next meeting and a report will be given at that meeting. There was a discussion regarding Randy and the landscape company. There's a lot of mold and mildew on the buildings which will be Randy's job. Tree trimming and maintaining the flower beds will be the landscape people's job. We will be getting beauty bark to be spread around by Randy. Randy will fill the planter pots by the docks. The picnic table needs to be power washed. Joan Baker donated money for new plants to go in the entry way. Kelly will purchase and Randy will plant them.

Shannon will contact Warner's Brothers regarding the pool permit.

Dave, Unit 43, questioned about the spraying of the Lake. Shannon will check into that area.

Unit 9 would like to remove a wall to enlarge a bedroom. If it affects the structure it can't be done.

Alex wants the trees around his deck trimmed. Unit 32 does not want that tree trimmed however the other one will be trimmed to improve their view. He also needs flashing on the roof. Shannon will contact the roofing company regarding the flashing.

A motion was made by Kelly, seconded by Joyce to get Units 11 through 24 reroofed. Shannon will contact McMains for bids and a time they can do those roofs.

There has been a Sewer Maintenance Contract put in effect. The sewer lines will be checked once a year.

Unit 55 said there was a leak in the bedroom and a shingle had blown off the roof. Rob will check that out after the meeting.

Next meeting will be May 21, 2015 at 6 pm in the Coffee House.

Meeting adjourned at 7:40 pm by a motion from Rob and seconded by Joyce.