

APPROVED

MINUTES

Crestview Chateaux Homeowners Association

Homeowners Meeting January 16th, 2020

5:30 PM

In Attendance

Board members present: Sara Patterson, Jim Zirbes, Connie Gartner

Absent: JR Rutherford, Trish Rutherford

Management Rep: Richard Calderon

Homeowners present: LeAnn Patterson; Chris Mohme

Meeting called to order: With the absence of Board President, JR. the meeting was called to order at 5:43 pm by Richard Calderon, Heywood Property Manager

Approval of the Previous Meeting Minutes

Connie motioned; Sara seconded; Unanimously approved.

Financials Report

Connie requested that approval of the financial report be tabled until Austin sends the November check registry and the November/December bank statements. Unanimously approved.

Unfinished Business

a. Adjacent property tree complaints – after a brief discussion re: options and proposals, a motion was made by Jim to accept the bid to top off the tree by 40% for \$385. Connie seconded and it was unanimously approved. The Board requests that Austin contact the owner to see if he is still willing to pay \$250 as previously offered.

b. Connie wants to ensure that the replacement of the broken brick work on the June calendar gets scheduled.

c. The Board wants to make sure that the tree recently planted outside Nancy's Unit # 205 – Building A is still alive while it's under warranty.

New Business:

a. 2020 Annual Meeting – Scheduled for February 8th at 10:00 am. Richard provided information on the agenda: Meeting is called to order, verification that quorum requirements are met, ask for additional nominations from the floor, those that have submitted an interest to serve on the Board are allowed a brief introduction & reason for wanting to serve, ballots are collected, volunteers (non-board members) are asked for to count the ballots, Board President presents State of the Community address, open forum (community members are allowed 3 min. to speak which is timed to ensure fairness) a maximum time can be allotted and announced, ballot count is presented to either Board President or Property Manager to announce, meeting is adjourned. The Board would like to conduct a regular HOA Board Meeting immediately afterwards, agenda TBD.

b. Austin to schedule landscape walk for some time in February. Monday – Thursday between 4:30 pm and 5:00 pm. Connie suggested that Building F could use some plants. The Association has \$400 to spend.

Homeowner Comments:

a. Chris asked about feedback re: use of drone to check previous roof cleaning work. It was suggested that the vendor be informed that a drone will be used to inspect/verify work completed. Information.

b. Connie to check on spa light after it was reported as being out.

c. It was reported that the grey wall adjacent to Frye Rd. appears to be leaning. Austin to have this checked out.

e. A question was asked re: items allowed on patios. It's requested that Nick conduct a compliance walk soon.

f. LeAnn reported that her AC person informed her that a new unit would not fit on the existing pad. She was informed to submit an architectural variance form and provided the information to access on-line.

Meeting Adjournment

Motion to adjourn at 6:31 pm made by Jim, seconded by Connie; unanimously approved.

Executive Session Meeting

Meeting called to order: With the absence of Board President, JR. the meeting was called the to order at 6:32 pm by Richard Calderon, Heywood Property Manager.

Violations and Delinquencies

With confusion from the recent increase and supplemental special assessment it's requested that owners not be charged late fees for the month of January.

Meeting Adjournment

With no further items to discuss a motion to adjourn by Jim was made at 6:37 pm, seconded by Sara; unanimously approved.

Meeting minutes submitted by Richard Calderon from Heywood Community Management.