

CENTURY OAK COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MONTHLY MEETING
OCTOBER 15, 2009
APPROVED

| | | |
|-------------------------|-------------------|---|
| Members Present: | Michael Ford | President |
| | Stacey Tyley | Vice President (<i>arrived 7:02pm</i>) |
| | Barry Kelley | Secretary |
| | Laura Sandifer | Director |
| | Onelia Smith | Director |
| Members Absent: | Jan Tanzer | Treasurer |
| | Behdad Kashanian | Director |
| Others Present: | Vivian Whitestone | Property Manager, Armstrong Management Services, Inc. |
| | Debbie Stevenson | On-Site Agent |
| | Janet Smith | Independent Board Recorder |
| | 6 Residents | |

I. Call to Order: 7:00pm

President Ford called the meeting to order at 7:00pm and Board quorum was achieved at 7:02pm with the arrival of Vice President Tyley.

II. Resident Input

President Ford welcomed residents and Agendas were made available for their viewing. President Ford had a conference call, and then outside the meeting the Board unanimously agreed the Landscape Committee was disbanded. This decision is ratified at the meeting this evening. The Board will draft a charter for committees to provide better guidance, direction and communication. The President emphasized that disbanding of the Landscape Committee is not permanent, but will be reintroduced after a charter is in place. The floor was then opened for resident comments.

- Ms. Radcliffe disagreed with the disbanding and asked for the reasoning. Director Sandifer reviewed the history of the landscape contractors, communications between the Committee, and their explanation for not wanting to service the community.
- Ms. Proodian expressed dismay and blamed Management for not being on the Landscape Committee earlier than 2008. It was noted that Management does not appoint Committee members, and volunteers are consistently welcomed to come forth but appointment to a Committee is not automatic.
- Ms. Radcliffe stated the landscaping contract is incorrect and based upon inaccurate mapping information. Ms. Radcliffe also stated some common areas are omitted in the contract and there is a lack of supervision of the landscaping company. The Board acknowledges there are issues as some residents wish to maintain the common area in back of their home; problems arise if a resident no longer maintains the area or moves from their home, and does not alert anyone so the area may fall back to Association maintenance. A resident stated that if the common area is maintained for ~20 years by an owner, it becomes part of the property by default. More information about is needed as purchase is for a home and not the common area.
- Ms. Proodian and Ms. Radcliffe complained about the response time from the Board and want a timeframe for a reply.
- A resident stated someone should just knock on the door and let the owner know if there is a violation in lieu of sending letters. Ms. Radcliffe said everyone needs to be neighborly and the Board seemed litigious by sending a letter to the Committee.
- Residents complained about fishing in the pond.

- After a resident cited Article 55.10.2 asking why the Yahoo newsgroup was not included in the newsletter, the Board noted it is not an official site and there may be I.T. issues, possible legal ramification if the site is seen as an endorsement, and privacy of emails; however, the Board will look into better methods of communication. The previous community website did not take off due as the volunteer quit. A future website will need to be maintained and this may end up costing the Association. The resident disagreed and would like disclaimers in the newsletter then complained the newsletter is only quarterly.

III. Approval of Minutes of Prior Meeting

President Ford motioned to approve the minutes of the August 17, 2009 meeting as presented. Barry Kelley seconded. Passed unanimously.

IV. Reports of Officers

There were no President, Vice President, Treasurer or Secretary's reports.

V. Reports of Committees

1. No reports from the following Committees: ACC, Events, Pool
2. Tennis Committee: Vivian Whitestone spoke on their behalf, noting Bishop's Tennis has replaced the missing crank and requests for proposals are out for court resurfacing.
3. Hospital Expansion Committee: There will be a community-wide meeting at the hospital November 2nd, 7:00pm. Residents are welcome to attend while the amended contract is addressed. The APR Committee will meet November 10th, 7:00pm at Sully Police Station to vote on their contract. More information is available on the FOQOL website.

VI. Report of Management Agent

Vivian Whitestone reported the following:

- Requests for proposals to conduct the reserve study have been done.
- Reviewed resale inspection procedures and costs.
- The Board will utilize ArmstrongConnect™ for a trial period until the end of the year.
- Discussed false alarms and the resulting charges. The Board will decide upon a point-of-contact for alarms.

VII. Report of On-Site Agent

As presented.

VIII. Unfinished Business

- Discussed the 2010 budget. The Board declined proposals from Community Landscape Services for multiple landscape enhancements at this time, noting the Association is over budget for landscaping but will budget for these items in 2010.
- ***Laura Sandifer motioned to approve the purchase of four new meeting signs from Signs by Tomorrow, understanding that the \$130 per sign cost may increase by adding the word "Clubhouse". Funds will be drawn from account number 55910. Barry Kelley seconded. Passed unanimously.*** Management will email a color sample to the Board.
- The Board declined the proposal from Community Landscape Services to paint the wrought iron fence on the lake side of the pool at this time; this will be included in the 2010 budget.
- Management will obtain more proposals to compare with ABR Construction to repair or replace the split rail fence by the large pond.

- The Board deferred a decision on pet waste stations, and will solicit resident opinions in the newsletter regarding this purchase.

IX. New Business

- The Board deferred a decision on the 2010 pool management contract from Continental Pools pending further information on the price increase, services and hours.
- The Board deferred a decision on the main and spa filtration proposal from Continental Pools until the next meeting.
- ***Stacey Tyley motioned to approve the proposal from R. E. Martin Tree Specialists, to remove various dead trees, at a cost of \$4,545.00. These are trees on common areas which may be a hazard. The trees will be chopped and left behind and residents are free to take the wood. Barry Kelley seconded. Passed unanimously.***
- The Board discussed an email request regarding tree replacement at 12807 Misty Creek. The resident will be thanked for their suggestion, but the request is declined as their idea is not cost effective and the transplanting may not take.

X. Recess: 9:12pm

President Ford motioned that the Board enter Executive Session at 9:12pm for the purpose of discussing delinquencies and other matters private matters of the Association. Barry Kelley seconded. Passed unanimously. At this point, Ms. Proodian and Ms. Radcliffe departed the meeting.

President Ford motioned to exit Executive Session and return to Open Session at 9:38pm. Barry Kelley seconded. Passed unanimously.

Laura Sandifer motioned to approve writing off account 2912-03 in the amount of \$2,250.00. Onelia Smith seconded. Passed unanimously.

The Board discussed an email regarding a youth fishing at the pond. The Board acknowledges their concerns, and they will be encouraged to call the police non-emergency number as fishing is not allowed.

The Board agreed there should be a Board liaison for each Committee to facilitate communication. Charters for Committees are a priority and will be started as soon as possible.

Management will email an updated draft 2010 budget to the Board, and a firm date for the November meeting will be decided upon.

XI. Adjourn: 9:42pm

There being no further business to come before the Board, the meeting adjourned at 9:42pm.

Respectfully submitted,

Janet Smith

Janet Smith, Board Recorder

Approved By:

Barry Kelley, Secretary

October 15, 2009

Date

Date