

Canyon Creek Homeowners Association, Inc.

**Board of Directors Meeting
Monday, September 17, 2018
Approved 11/19/2018**

MINUTES

- I. Call to Order-** *The meeting was called to order by the Board President, Mark Weaver at 7:00 p.m. Board Members Present: Mark Weaver, Russell Jakala, Cheng Wooster, Brett Funderburg and Randy Lawson. Jetti Nasrallah arrived after the meeting was called to order. The Board Members present constituted a quorum. Thirteen (13) homeowners were also present.*
Spectrum Association Management: Candace Davison was present.
- A. Code of Conduct-** *Board President Mark Weaver reminded those in attendance of the Code of Conduct during the open Board Meeting.*
- B. Comment Signup-** *Board President Mark Weaver reminded those in attendance to use the signup sheet to request a 2- minute speaking opportunity on particular topics.*
- II. Establishment of Quorum-** *Board Members Present: Mark Weaver, Russell Jakala, Cheng Wooster, Brett Funderburg and Randy Lawson. Jetti Nasrallah arrived after the meeting was called to order. The Board Members present constituted a quorum.*
- III. Homeowner Open Forum-** *Homeowner thanked the Board for their service. Said he was motivated to attend the meeting after reading prior meeting minutes. Another homeowner mentioned being concerned as he sees the reserve funds going down.*
- IV. Approval of Meeting Minutes-** *The July 2018 meeting minutes were provided to the Board of Directors. Jetti made the motion to approve the minutes, was seconded by Russ. The motion carried unanimously, and the minutes were approved. Candace will submit the approved minutes on the spectrumAM website. (See Meeting Minutes in the drop down for categories.)*
- V. Review of Financials-** *Community Manager Candace Davison reviewed the HOAs current financial standing of the association; all accounts are in good standing.*
- VI. Committee/Workgroup Reports**
- A. ARC-** *Committee member reminded the homeowners that any type of modifications made to the outside of the home must be approved by the committee; Greenbelt clean up does need ACC approval; discussed the ACC process and reported seeing more applications being approved as the correct documents are being submitted online. There is an average 13- day turn-around time. Board President Mark Weaver said he'd like to see a quicker turn-around time.*
- VII. Old Business**
- A. Bathhouse Remodeling Project Update-** *Board President Mark Weaver provided an update of renovation. There was an environmental study done; found to be asbestos free. The construction contract was signed today, September 17, 2018. On schedule to start October 1, 2018. Have building permit in hand; demo plan permit is separate.*
- B. B. Motions for policy change to 3-step compliance-** *Brett Funderburg explained the 3-step process. Randy Lawson made the motion to approve the 3-step process. Was seconded by Russ Jakala. All in favor and the motion carried.*

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VIII. New Business

A. 2018 Budget Accounting Change- *This was tabled by Brett Funderburg.*

B. Approval of 2019 Budget- *Randy made motion to approve the 2019 budget with a 10% increase in assessments from \$400 to \$440 per lot and the following changes: amend landscape contract to 5%; add an additional \$7K to Landscape for one off services. Seconded by Brett. All in favor and the motion passed. Brett will provide the modified budget to the Board and Candace.*

C. Considerations for 2019 Regular Assessment Timing- *This item was tabled and postponed indefinitely.*

IX. Community Notices/Reminders- *The pool will be closing October 1, 2018 for the season and the remodeling project will begin. Due to the lack of volunteers, the Fall Festival has been cancelled. The neighborhood garage sale is scheduled for October 20th/21st.*

X. Optional Closing Comments- *Nothing discussed- Open Board Meeting was adjourned at 8:40pm*

********(All committee members/homeowners are excused)********

XI. Executive Session- *The Board Executive Session consisted of a review of the Association's Aging Report, Violation Report and Resale List.*

XII. Next Board Meeting- *Tuesday, November 20, 2018 @ 7pm Church Portable*

XIII. Adjournment- *With no further business to discuss, Brett made the motion to adjourn the meeting, was seconded by Randy. The motion passed, and the meeting was adjourned at 9:06 p.m.*