

CANYON RIDGE SPRINGS, INC.

BOARD MEETING AGENDA

DATE: February 16, 2013
LOCATION: Nash Residence
512-731-0947

TIME: 10:00 am
PHONE:

Special Presentation: Management of the CRS Website and Newsletter, Fran Berns

Board Meeting

- 1) Call to order
- 2) Election of Officers
- 3) Old Business
 - a) Removal of Roosevelt Willow
 - b) Removal of dead trees; lot maintenance
- 4) Committee Reports
 - a) Treasurer's report
- 5) New Business
 - a) Amending voting requirement to revise CCRs
 - b) Appointment of Committee Chairs/members
 - c) CRS neighborhood directory
 - d) Canyon Ridge Springs Website

BOARD MEETING MINUTES

FEBRUARY 16, 2013

Meeting called by: Doug Campbell **Type of Meeting:** Board Meeting

Facilitator: Doug Campbell **Secretary:** Vicki Elliott

Recorder: Vicki Elliott **Location:** Nash Residence

Attendees: Doug Campbell, Vicki Elliott, Brent Fisher, Rick Guerrero, Stephen Nash

Guests: Fran Berns, Susan Fisher, Larry Wright

Special Presentation:

Fran Berns, who has volunteered to manage the Canyon Ridge Springs Website, presented his ideas for updating the website. Current access problems were discussed and Mr. Berns asked that he be appointed administrator of the website and given access to make additions and improvements to the website. Mr. Campbell stated he would contact the current administrator to facilitate the change. Adding a blog to the website was discussed and Board members agreed that having a Q & A section on the website would be more appropriate and that the Board President would be responsible for answering questions addressed to the Board on the website.

Mr. Berns also presented a prototype of a Canyon Ridge Springs newsletter he will publish on a quarterly basis. The newsletter would be available as a downloadable file from the website. Mr. Berns also suggested a hard copy be printed and distributed to residents of Canyon Ridge Springs and requested reimbursement from POA funds for the cost of printing. Following further discussion, it was agreed that the newsletter would be posted as a file on the website and distributed electronically to POA members. Mr. Berns agreed that all content of both the newsletter and the website would be reviewed and approved by a Board member prior to posting.

Board Meeting:

1) The meeting was called to order by Mr. Campbell.

2) Election of Officers:

Doug Campbell was retained as Treasurer and Vicki Elliott as Secretary by acclamation.

Mr. Campbell nominated Stephen Nash for President; Ms. Elliott seconded the nomination. Mr. Nash was elected by acclamation. Mr. Guerrero nominated Brent Fisher for Vice President; Mr. Campbell seconded the nomination. Mr. Fisher was elected by acclamation.

3) Old Business:

a) Mr. Wright discussed the removal of Roosevelt Willow from the road ROW and suggested method of removal. Removal by volunteers from the POA vs. professional removal by Coy Guenter was discussed. Mr. Guenter had previously submitted a bid of \$450.00/day x 3 days to cut the willow and transport it to Cisco Park for burning. Mr. Fisher made a motion to hire Mr. Guenter to remove the willow. Mr. Guerrero seconded the motion. Motion carried unanimously. Mr. Berns suggested doing the removal in September to decrease reseeding.

b) Removal of dead trees and general lot maintenance was discussed. Lot owners' were notified by mail in 2012 of the CCRs addressing maintenance of lots to remove hazards, including dead trees. Mr. Nash suggested that a list of lots in need of maintenance be developed and a second letter be sent to those lot owners. After some discussion, Board members voted to table further action, until a survey of all lots could be completed, lots in need of maintenance could be identified and an estimate of the cost of tree and debris removal could be obtained.

4) Committee Reports

a) Treasurer Report – Mr. Campbell presented a current treasury report. He stated he had purchased a new printer for POA business. Mr. Campbell stated that, as of February 16, 2013, POA assessments for 20 lots had not been received. Delinquency notices will be sent in March, giving property owners 90 days to submit payment or to contact the treasurer to arrange payment. If payment is not received within 90 days, a certified letter will be sent advising owners that, if payment is not received within 30 days, a lien will be filed against the property.

5) New Business:

a) Mr. Nash reported he had contacted a lawyer specializing in HOA/POA issues and learned that the CCRs cannot be changed without receiving an affirmative vote from 51% of property owners.

b) Committee Appointments

1) Infrastructure Committee: Doug Campbell, Chair, Larry Wright, Fran Berns

2) CCR Revision Committee: Paula Guerrero, Chair, Brent Fisher, Linda Wright, Dave Matthews

3) ARC: Brent Fisher, Chair, Dave Matthews, Jody Lester, Fran Berns

4) Nominating Committee: Vicki Elliott, Chair, Candee Berns

c) Neighborhood Directory

Susan Fisher and Barbara Matthews have agreed to develop a directory of CRS residents

There being no further business to discuss, Mr. Campbell made a motion for adjournment; Mr. Fisher seconded the motion. Motion passed

Action Items:

- 1) Mr. Campbell to contact Mr. Whitwell regarding website management.
- 2) Appoint board member to review website and newsletter content.
- 3) Survey CRS for lots in need of maintenance.
- 4) Obtain estimate of cost for tree/debris removal where indicated.
- 5) Notify owners of lots in need of tree/debris removal.
- 6) Update property owners' directory to include current email addresses.
(Brent Fisher)
- 7) Conduct town hall meetings/ Post notice. (Brent Fisher)