

Crown Colony HOA Board Meeting
January 23, 2025, 7:00 PM
Steve Wiseman's Unit (610)

I. Call to Order

Board Members Present:

Steve Wiseman, President
Michelle Messer, Vice President
Kenny Cronin, Treasurer
Pam Kenyon, Secretary

II. Resident Comments

- Deck Replacement: Steve and Darlene Turner (#240) plan to replace their deck this spring, using the same contractor as Chuck and Deb Kolb.
 - HOA board to approve deck proposal before work. Homeowner responsible to ensure permit is secured.
- Condensation/water spots reported in units #110, #130, and #530. Michelle will coordinate inspections with homeowners and property mgmt. company.
- Exterior trim paint is peeling/cracking trim (notably on #430). Board will include in capital improvement discussions with PMbD.

III. Treasurer's Report

- Monthly Expenses: All documents have been uploaded to PMbD, and monthly bills paid. No irregularities. Kenny is pleased with the transition to PMbD.
- Account Balances:
 - Managed by PMbD: Checking account for monthly expenses.
 - Managed by Crown Colony Court (Community Choice):
 - Emergency Fund balance: \$26,011.21
 - Capital Improvement Fund balance: \$113,202.75 (includes \$3,200 net interest from the \$50,000 CD matured).
 - Vendor Estimates and Invoices:
 - Estimates: To be sent to the Vice President or President for board approval, then forwarded to PMbD.
 - Invoices: Vendors to send invoices directly to PMbD for payment, ensuring alignment with approved estimates.

IV. Old Business

1. Snow/ice on hill at street entrance: Michelle will discuss with Miller Outdoor Services and PMbD for snow events outside scope of contract.
2. Ownership of water pipes: Water pipes running from the street to individual units are homeowner's responsibility. If owners want to purchase insurance coverage, you are free to do so.

3. Light bulbs/garage fixture: Steve will replace burned out bulbs as Stu is away for the winter. (New homeowners, this is a free service provided by the HOA. You may see Scott Avitt, Stu Shephard, or Steve Wiseman replacing burned out bulbs.)
4. New exterior light fixtures (front and back of units). The Board voted unanimously at 2024 Annual Meeting to proceed with purchase of new black fixtures to update the exterior appeal of Crown Colony. this project. Board moved to include this project in the 2025-2026 budget (beginning July 2025). Request that Michelle LeBlanc and Shannon Corkrean finalize product selection and hand-off project to PMbD for vendor coordination and scheduling.

V. New Business

1. Linda Erickson donated \$1,000 in appreciation to everyone who works so hard to keep Crown Colony looking beautiful. The Board voted to deposit into the Capital Improvement Fund and we will determine how to best put this generous gift to good use.
2. Property Management by Design. The HOA Board will meet with Jeff Horner/PMbD to discuss transition items. The Board is compiling discussion topics. Residents may submit any questions to the Secretary (Pam Kenyon at pam.kenyon@icloud.com).
3. Spring walk-through: Board to schedule a walk-through with PMbD to assess exterior needs/updates.

VI. Adjournment. Meeting adjourned at 8:25 PM.

Notice of next meeting: Thursday, February 13, 2025, 7:00 PM, Pam Kenyon's Unit (440)

Respectfully Submitted

Pam Kenyon

Crown Colony Court HOA Board Secretary