

## Minutes from Cruce Lake HOA Board Meeting

1/04/2011

Board members present: Ed Walsh, Brenda Singleton, Brenda Peppers, Diann Halmann, Harry Hauk, Pat Erwin Absent: Tiffany Moore

The meeting was called to order by President (Ed Walsh) at 7:35

Diann said she had received necessary documents from Tiffany to satisfy bank requirements. She asked who should sign cards at bank. Harry said that only 3 (president, vice president and treasurer) were required. Ed will check by-laws to be sure. The question was raised should all expenditures require full board approval? Pat motioned that all expenditures over \$100 that are not pre-approved should have full board approval. Ed seconded and the motion carried.

Ed suggested that the board review and approve all contracts that obligate the HOA. Pat so moved, Harry seconded and the motion carried.

Ed has spoken to Lisa Baer Fuerst an attorney with the law firm Pankey & Horlock, LLC regarding fees for collecting past judgments for delinquent dues. Ms Furest indicated this could be done either on a retainer or on a case by case basis. The board agreed not to retain any law firm on retainer in 2011. The board will engage legal assistance as needed on a case by case basis.

### Landscape contract:

The current yard company will receive a termination letter for the end of the 12 months and will be invited to bid again on the new contract approved by the board.

The board members reviewed the proposed scope of work for landscape contract and suggested changes and possible changes. We will invite bidding to begin around the 1<sup>st</sup> of February and are hoping to receive at least 6 bids including one from current contractor. Ed went over the terms of the new contract including length and termination policy. The board decided to ask for references and to determine adequate machinery for work.

Diann and Brenda P. asked about the vacant lots and their maintenance. They wondered if we could ask the bidders to include a bid on maintaining at least the fronts of these lots. Because there are no homeowners we have no recourse as a board to requiring maintenance.

The board discussed the collecting of back dues including offering payment options if necessary to the homeowners. Harry agreed to contact homeowner in arrears to try to

arrange payments. We will continue discussion of best way to collect back dues in the spring.

Diann gave budget report. The board voted to put the capital reserve fund into another bank (possibly a money market account).

Meeting adjourned at 10:15

Submitted by: Pat Erwin on behalf of Tiffany Moore