CROOKED TREE ESTATES NOVEMBER/DECEMBER HOA BOARD MEETING

Tuesday November 27, 2018

**Meeting called to order 7:03 Pm**

**Board Members Present**

Becky Burgbacher

Judy Cox

Alex Hamet

Doug Hazen

Shawn Hopkins

Tom Molitors

Lisa Tierney

**Guests Present**

Kevin Woodson -Fairways of Crooked Tree Board Member

Ben McNary –Fairways of Crooked tree Board Member

Tim and Nancy Mueller

Fred and Betty Emerson

Terri and Paula Emerson

**AGENDA November 2018 - 90 minutes**

**Location Mason Fire House**

* Betty Emerson comments (10 min)- Tom
* Walking path update (10 min) - Shawn
* Landscaping approval by email (10 min) - Judy
* Website set-up (10 min) - Lisa & Shawn
* Elections calendar (15 Min) - Shawn
	+ Financial Summary, Dues Notices & Request for Nominations - XXXX
	+ Nominations due XXXX
	+ Ballots mailed XXXX, Ballots due on XXXX
	+ Annual Meeting - XXXX
	+ Spring Party - XXXX
* Improvements Guidance (45 min) - Shawn

**Meeting comments from Betty Emerson** - asking for improvements at the Front entrance.

* Electrical updates, lighting conduits, equipment requests, get bids on mowing.
* She also wants updates on the covenants. Website concerns – takes time to get a password. Betty and Fred cannot navigate the website. Adamant on being able to see the Board minutes and any other documents.
1. Alex will follow up on the requests from Betty in regards to landscaping.
* Will get bids from; Impact, Cardinal, Gasbars and Tim Mueller.(Homeowner)
* Requested to put on January’s agenda –landscaping issues, street trees.
1. Discussion regarding covenants:
* Board’s duty in following the covenants regarding home improvements, what needs approval from board and what does not. Most improvements do. Board will always recommend homeowners to check with the City of Mason and permit requirements for improvements.
* The last unofficial architectural revision was 2008 –Descriptive criteria, rules and procedures. Needs to be amended.
* Board reinforced that architecture requests must be submitted before starting any improvement, per the covenants.
* All request forms and covenants are on the website.
1. Website concerns
* Will Check-in with Chris Suarez to get pricing on changing Web page to be easier for homeowners to navigate. Website data- what should be public knowledge and what should be private to residents only.

**Walking path update**

Our lawyer is researching and reviewing all relevant documents and historical information regarding the trail and connection between CTE and Fairways.

**Elections calendar**

* Finances up to date, audit complete
* Financial Summary, Dues notice and request for Nomination will be sent to homeowner’s mid-January.
* Review Nominations -19 February
* Mail ballots- 25 February
* Annual Meeting and Board Election 16 March – Firehouse 10:00 am

Board agreed to follow the covenant guideline for Board meeting to 4 times per year.

 **2019 Dates are as follows Firehouse confirmed location**

**Tuesday January 15th, 7:00 Pm**

**Tuesday February 19th 7:00 Pm**

**Saturday March 16th 10:00 Am (Annual Meeting with Homeowners)**

**Tuesday June 18th 7:00 PM**

**September 17th 7:00 Pm**

**December 17th 7:00 Pm**

Meeting Adjourned 8:46 PM

Minutes submitted by: Lisa Tierney

Approved By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Shawn M Hopkins