

COUNCIL CREEK SOUTH PROPERTY OWNERS ASSOCIATION
EXECUTIVE BOARD MEETING AGENDA and MINUTES
June 2, 2013 10:00 a.m.

A. CALL TO ORDER

1. Roll call of members present and formalization of positions-Jim Smith, President; Mike Moore, Vice President; Ron Brannan-Treasurer; Candy Smith-Secretary; Susan Cowan-Director at Large

B. APPROVAL OF PREVIOUS MINUTES-Minutes approved as read. Committee also approved the minutes from the 2012 Annual Picnic as sent out to members. There were no comments regarding the minutes.

C. COMMITTEE REPORTS

1. Treasurer's Report-reviewed and approved.

E. OLD BUSINESS

1. Infrastructure Maintenance

a. Roads-need to look at budget and prioritize work
Current budget is about \$7,300. Projects proposed for Copper and Minute are pending, but there is not enough currently in the budget for both. Board recommends completing Minute this year, then prioritizing work as next years money comes in. Jim will get with CB to get current numbers and contact information.

2. Bookkeeping Service-Anything new here? Board discussed if maintaining service is worth the fee. We are contracted through the end of the year and will review later in the year.

3. Reviewed filing of Annual Statement or Periodic Report with the Secretary of State.

F. NEW BUSINESS

1. Liens are scheduled to be placed June 15-There are still about 22 people who are in arrears on road maintenance fees. Notices have been sent out by the treasurer. A demand letter will be sent out, and liens will be placed in July. Mike will check on getting a legal demand letter from an attorney. Mike will check on the cost to file the lien and that will be included in the demand letter. Final letter will be sent via registered mail. We have three owners that we have bad addresses for, Mike will check to see if they are on arrears on property tax as well.

2. Election to amend the POA Bylaws-We need to set a canvassing committee and a deadline if we plan to do this this summer. Will talk to Bruce about a Committee and have election completed by mid-August. Ron will send complete list of members to Candy.

3. Discuss the possibility/cost of an online back-up system for our data-will look at possible storage option and discuss at next meeting.

G. PARKING LOT ITEMS-Park Maintenance-Discussed spending some money to rejuvenate the benches at the park. Some are rotting and in an unsafe condition. Board members will look into this.

H. ADJOURNMENT