

## Crosswinds HOA Board Meeting Minutes

March 2, 2009

5:00 PM

Present:

Board of Directors

Ron Burhans – President

Cathy Brown – Vice President

Brian Osborne – Director

Tom Anderson - Director

IMC present:

AJ Bucko – Property Manager

Garrett Hamilton – Minute Taker

Guest Present:

Bill Fishburne

- I. Call to Order / Roll Order
  - Meeting called to order at 5:10 pm by Mr. Burhans
  
- II. Approval of last meeting minutes from 1/12/09
  - Motion – Cathy Brown
  - Second – Tom Anderson
  - All were in favor
  
- III. President's Report
  - No report.
  
- IV. Management Report
  - A. Cash Report – Reported by A.J. Bucko as of 3/2/09 (see attachment #1):

Operating Checking –	\$800.00
Working Capital –	\$47,663.29
Capital Reserve –	\$11,155.69
Insurance Reserve –	\$1,181.93
ARB M/M –	\$12,817.64

  

Capital Reserve Balance (1/12/09) -	\$11,155.69
12 transfers at \$222/month -	\$2,220.00
FYE Total -	\$13,375.69
  
  - B. Collections Report – The Board decided to give on extra month for owners to pay their annual assessment.

### C. Site Manager's Report

- AJ asked the Board what they want done with the areas that have dead grass. Mr. Burhans said that he would like these areas over seeded. Also, AJ said the lagoon fountains have been cleaned for the spring. Mr. Burhans went on to asked AJ to have the lagoons cleaned out as needed.

-AJ mentioned that the street sign issue with the Town of HHI isn't dead yet. He is still working with the town to have something installed on Marshland Rd so that the Crosswinds entrance is more visible.

-AJ went on to ask the Board if they would like Oceanwoods to put down new pine straw and plant new flowers in spring. The Board was OK with that.

### V. Old Business

A. Open House Guidelines – AJ presented a preliminary open house guideline to the Board (see attachment #2). AJ then asked the Board if they would consider allowing open houses on Sunday because a few owners approached him about the idea. Mr. Burhans suggested allowing open houses on the first Sunday of each month. Mr. Osborne made a motion to accept and Mr. Anderson seconded that motion, and it passed without opposition.

B. Lighting Project – Mr. Fishburne noted that he signed the contract from Palmetto Electric and the installation will begin in 2 weeks. He again pointed out the areas where the lights will be installed.

C. Front Entrance Quotes – Mr. Fishburne is working with the Town of HHI about improving the entrance and he said that there's a tree root coming from a protected tree that runs under the front entrance. He mentioned that the Department of Natural Resources may need to take a look at the rooting system. He said that he will have more information for the next meeting.

D. Terry Dale – Mr. Burhans said that Mr. Dale came to him to see about selling the lots that were going to be annexed into the plantation. He asked if he could pay the annexation fees when the first lot sold. He claimed it would cost approximately \$100,000 to improve all three lots. Mr. Burhans mentioned that he did not sign the annexation contract yet with the plantation. Mr. Burhans said that the lots would sell for around \$400,000 each. The Board felt that he should pay the annexation fees up front as stated in the contract because the ownership didn't think that \$30,000 (\$10,000 per lot) wasn't enough. Mr. Fishburne suggested that the Board should ask the attorney for his opinion. Mr. Burhans then made a motion to request the signed contract and fees within 15 day or the contract will be null & void. Mr. Osborne seconded the motion and wanted to add in the letter that the fees will more than likely be increased if this deal doesn't come to an agreement.

The motion passed without opposition. AJ to draft the letter and email it to the Board for their review.

VI. New Business

-An owner called AJ to see if the minutes could be published. The Board didn't like the idea. They opted to start sending out quarterly newsletters.

-Mr. Burhans then asked to have the monthly Board meeting changed to every two months. The rest of the Board said to keep the schedule the same and they would skip a month if they need too.

VII. Adjournment at 6:00 pm

-Motion – Mr. Osborne

-Second – Mr. Anderson

Balance Sheet  
Monday March 2, 2009

Crosswinds POA

Accrual Accounting Year Starts January 1, 2009

ASSETS

Cash Accounts

1000 Operating Checking-CSB	\$800.00
1001 Working Capital - CSB	\$49,057.67
1300 Replacement Fund-CSB	\$11,158.22
1301 Insurance Reserve-CSB	\$1,182.00
1302 ARB M/M	\$12,820.59

Total Cash Accounts \$75,018.48

Prepaid Accounts

1240 Prepaid Prop & Liab Ins	\$4,421.50
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Total Prepaid Accounts \$4,421.50

Receivable Accounts

1130 A/R Association Fees	\$13,783.70
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Total Receivable Accounts \$13,783.70

TOTAL ASSETS \$93,223.68

LIABILITIES

2110 A/P Trade	\$1,073.00
2210 Prepaid Association Fees	\$50.37
2213 W/C Withholding	\$104.50

TOTAL LIABILITIES \$1,227.87

EQUITY

Current Year Earnings	\$71,035.40
3210 Retained Earnings	\$20,960.41

TOTAL EQUITY \$91,995.81

TOTAL LIABILITIES AND EQUITY \$93,223.68

# ***Crosswinds, HOA***

## **Open House Procedures (adopted 2/7/07) (revised 3/2/09)**

### Open houses permitted:

**Monday – Friday:** 7:00 a.m. to 5:30 p.m. (while the gates are open)

**Saturday :** 1:00 p.m. to 4:00 p.m. **ONLY**.

**Sunday:** 1<sup>st</sup> Sunday of every month 1:00 p.m. to 4:00 p.m. **ONLY**.

### Under the following conditions:

- 1) A special code **MUST** be programmed for the day of the Open House. The code will expire at the end of the scheduled time for the Open House.
- 2) IMC Resort Services, Inc. (the management company) must be notified at least one (1) week prior to the Open House to set up the code. Contact AJ Bucko at [AJB@IMCResortServices.com](mailto:AJB@IMCResortServices.com) or 843-785-4775 ext. 107.
- 3) Code **may not** be published in any advertising media. Listing Realtor must publish a phone number for prospective buyers to call to get the code.
- 4) FSBO **may not** give out personal code. A one-day code must be established **OR** the potential buyer can dial up the homeowner for entry from the gate keypad.
- 5) A simple "Open House" sign may be placed in front of the house during the time frame of the Open House **ONLY**. NO balloons or other signage are permitted!
- 6) ALL signs must be removed at the end of the open house.

