

Crosswinds, HOA Board Meeting Minutes

October 6, 2009

5:30 PM

Present:

Board of Directors

Ron Burhans – President

Cathy Brown – Vice President

Brian Osborne – Director

Tom Anderson – Director

Absent:

Dr. Jon Sack – Secretary/Treasurer

IMC present:

AJ Bucko – Property Manager

Garrett Hamilton – Minute Taker

- I. Call to Order / Roll Order
 - Meeting called to order at 5:30 pm by Mr. Burhans

- II. Approval of last meeting minutes from August 4, 2009.
 - Motion – Mr. Anderson
 - Second – Mr. Osborne
 - All were in favor

- III. President's Report
 - Mr. Burhans had nothing to report.

- IV. Management Report
 - A. Cash Report – Reported by A.J. Bucko as of 10/6/09:

Operating Checking –	(\$3,613.96)
Working Capital –	\$63.49
Replacement Fund –	\$34,792.78
Insurance Reserve –	\$4,919.38
ARB M/M –	\$10,332.00

 - Replacement Fund Balance (10/6/09) - \$34,793.00
 - 3 transfers (Oct-Dec) at \$222/month - \$666.00
 - FYE Total - \$35,459.00

-AJ informed the Board that they will need to borrow from their replacement reserve for operating expenses for the rest of the year. AJ indicated that the

general maintenance and pool-other budget items are over. Mr. Anderson made a motion to borrow the funds as needed and Mr. Osborne seconded the motion, all were in favor, none opposed.

-AJ stated that the funds will be paid back as funds permit; but this will not happen until the beginning of 2010.

-Mr. Burhans then asked if the HOA had enough money to pay for the insurance renewal in January. Garrett stated that the renewal for 2009 was approximately \$5,100.00. He mentioned that there may be a slight increase in cost at renewal; but with 3 remaining transfers left (Oct-Dec), the HOA will have approximately \$6,300.00 for renewal premiums.

B. Collections Report:

-Garrett reported that Mr. Senkowski (9 Crosswinds Dr) was sent a demand letter on September 16, 2009. He also mentioned that if Mr. Senkowski does not pay in full or setup a payment plan by October 16, 2009; we will then file a lien against his property.

C. Site Manager's Report:

1. Time Warner Cable Removed – AJ reported that the cable has been removed. The cable was orange meaning that it was a temporary cable.

2. Irrigation Issue Resolved – AJ reported all irrigation issues have been resolved.

3. Brick Pavers Job – AJ reported that the brick pavers job was paid out of the replacement reserve, instead of general maintenance.

4. Specimen Oak Trimmed – AJ reported that the oak tree has been trimmed back by the dock to enhance the view. This was approved by the owner of the lot and the Town of Hilton Head, Sara Skigen.

5. Fence Repairs – AJ reported to the Board that one section of the fence along Mossy Oaks Lane needs to be power washed. He also stated that a couple other sections need to be painted. AJ presented a quote to the Board for the power washing and painting of \$4,500.00. Mr. Osborne said that he knew of another subcontractor that could submit a quote for the job. He said that he would have the subcontractor contact AJ about a quote. AJ will also get a 3rd quote for the next Board meeting.

6. Terry Dale's Lots – Maintenance/Mowing – AJ informed the Board that Mr. Dale paid his 2009 pro-rated HOA fees. He also stated that the fence has been opened up.

V. Old Business

A. Front Entrance Upgrade – AJ presented drawings of the front entrance designs to the Board. AJ gave the Board a quote from GPI Design of \$23,725.00. Mr. Osborne was concerned about the issues with the Town of Hilton Head. AJ said that Mr. Fishburne took care of those issues with the town. Mr. Burhans asked AJ to get two more quotes and to possibly change the scope of work to fit within a \$15,000.00 budget. Mr. Osborne asked the rest of the Board members to meet on Saturday (10/10/09) to go over the details of the scope of work. Mr. Osborne will get in touch with AJ to go over the new scope of work after the Board meets on Saturday.

B. 2010 Budget Approval – AJ handed out copies of the drafted budget to the Board and noted that it was also emailed to them. Mr. Burhans asked why the refuse expense went up. AJ said that was the quote Coastal Waste Service gave him. Mr. Burhans then asked if they need trash pick-up two days a week all year long. Mrs. Brown said that they should do trash pick-up two days a week from May through September and trash pick-up one day of the week October through April. AJ will get another quote and update the budget accordingly.

-Mr. Osborne asked if Custom Security was increasing their contract amount \$1,260.00 for 2010. AJ confirmed that was the new contract price. Mr. Osborne wanted AJ to question the increase with Custom Security.

-Mr. Anderson made motion to approve the budget, knowing that AJ will get a different quote from Coastal Waste and revise it accordingly. Mr. Osborne seconded the motion, all were in favor.

C. Annual Meeting Date Confirmed

1. AJ reported that the annual meeting will be held at Hilton Head PSD on December 8, 2009. He said that the original date of December 9, 2008 was already booked by someone else at Hilton Head PSD.

VI. New Business

A. Termite Repair Warranty for Pool House – AJ reported that there was some fungal damage at the bottom border of the pool house. This damage is not structural. The Board agreed there was no reason to make these repairs at this time. They will address this issue next pool season.

VII. Adjournment at 6:35 pm

-Motion – Mr. Anderson
-Second – Mr. Osborne
-All were in favor.