

Crosswinds, POA Board Meeting Minutes

May 11, 2010

5:30 PM

Present:

Board of Directors:

Ron Burhans – President

John Dogger – Secretary/Treasurer

Tom Anderson – Director

Bill Fishburne – ARB Member

Not Present:

Cathy Brown – Vice President

IMC present:

AJ Bucko – POA Manager

Garrett Hamilton – Minute Taker / Insurance / Collections

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

- II. Approval of last meeting minutes from October 6, 2009.
-Motion – Mr. Anderson
-Second – Mr. Dogger
-All were in favor

- III. President's Report
-None.

- IV. Management Report
A. Cash Report – Reported by A.J. Bucko as of 5/11/10:

Operating Checking –	\$29,402.11
Replacement Fund –	\$35,307.47
Insurance Reserve –	\$3,643.57
ARB M/M –	\$10,842.46

Replacement Fund Balance (2/22/10) -	\$35,307.47
8 transfers in 2010 at \$350.25/month -	\$2,802.00
FYE Total -	\$38,109.47

B. Collections Report:

-AJ reported that there was still \$11,545.32 to be collected for the 2010 POA Fees. Statements will be sent out.

-Garrett informed the Board that 80 & 86 CWD are both pending bank foreclosures. As soon as they are foreclosed, the bank will pay fees from when the foreclosure master's deed is dated.

C. Site Manager Report:

1. Bush Hogging – AJ informed the Board that he doesn't feel that bush hogging needs to be done yet. The Board agreed and will hold off for now. Mr. Dogger stated that he feels that bush hogging shouldn't be done and therefore the property will have more of natural look. The Board disagreed saying that these empty Lots can get out of control if not maintained at least once a year which could lead to more snakes and other rodents throughout the POA.

V. Old Business

A. Front Gates – Mr. Burhans said that he has received no complaints regarding the current gate procedures. He made a motion to leave the procedures the same and keep the gates closed permanently 24 hours a day. Mr. Dogger seconded the motion, all were in favor.

B. Parking in the Street – AJ met with the Hilton Head Island Fire Chief on property and since the roads are only twenty feet wide there isn't enough room for on-street parking. AJ will include Fire Department memo with an ARB letter to the owners and also include the memo in all new owner's packets in the future.

C. Front Entrance Upgrade – AJ informed the Board that he received a quote from Oceanwoods Landscaping to enhance the entrance. Mr. Burhans mentioned that the new construction of the new home being built in the Crosswinds will tear up a lot of the enhancements because of all the construction vehicles entering the association. After further discussion on the capital projects throughout the community, they would like to get a quote for a reserve study to be completed this fall. Garrett will work on obtaining a quote for the Board.

D. 29 MOL – Seferian Oak Tree – Mr. Burhans wanted to send out a memo to the owners with the ARB guideline letter reminding owners to check their insurance policies to see if they are covered if a tree from their property would damage another owner's property. AJ will work on the draft and send it to the Board for approval before distribution.

- E. Pool Opening – AJ said that the pool is officially opened. Mr. Dogger mentioned that he would like the pool furniture cleaned again, as it became very dirty from all the rain and debris from the trees over the past month or so. A.J. to see to it this gets done.
- F. Website – AJ informed everyone that the website is up to date and it has all the Board meeting minutes posted on there.

VI. New Business

A. Existing Contracts

- 1. Date/Value Reviews – AJ stated that all vendor contracts are annualized and they all have 30 day out clauses in them, meaning we can break any contract with 30 day notice for any reason.
- 2. Insurance Policy – Mr. Dogger asked if the POA had proper insurance. Garrett stated that the POA has the following coverage's: property insurance, general liability insurance, directors & officers insurance, crime/theft coverage, workers comp coverage and umbrella coverage.

B. Checks/Balances – Notices Sent to Owners – AJ said that obvious “no-brainer” violations are handled by him with no Board involvement; but more concerning issues are always emailed to the Board first for their input before taking any sort of action.

C. Board Involvement on Decisions Made by Manager – AJ mentioned that all large issues are emailed to the Board for their approval. Also he stated that the smaller issues are mostly taken care of by him.

D. Process to Establish Mission/Vision of POA and ARB – Mr. Dogger wanted the Board to create and adopt a Mission/Vision statement for the POA and ARB. AJ provided a copy of the Mission/Vision statement from another association managed by IMC. He noted that one could be created from this format. The Mission/Vision statement is to be tabled until the next meeting.

E. Communication/Marketing Process – Mr. Dogger wanted more tools to have a large sense of community and post anything we can use to market the community on the website.

F. Tax Project – AJ informed the Board the Ron Fenstermaker saved the POA ~\$1,500.00 per year every year hereafter by getting the common property value reassessed for the correct values through Beaufort County.

G. ARB/Board Approval Procedures – Mr. Fishburne handed out the ARB sections from the covenants. He went on to mention that the Board should state in the minutes each year who the ARB members are. He then stated that the ARB needs to be real consistent in policing the POA ARB guidelines. Mr. Anderson wants to send out the current procedures for the ARB to all the

owners, informing them of what needs to be approved. Mr. Dogger made a motion to send out the ARB memo and it was seconded by Mr. Anderson, all were in favor.

-Also, Mr. Burhans made a motion to approve the current members of the ARB and it was seconded by Mr. Anderson, all were in favor. Therefore, the current ARB members are Brian Osborne, Bill Fishburne and Amanda White.

- VII. Adjournment at 7:15 pm
-Motion – Mr. Dogger
-Second – Mr. Anderson
-All were in favor.