

CROWN COLONY HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS' MEETING

August 15, 2018

The meeting was called to order by President, Rick Crump at 5:45pm in the Clubhouse and Mr. Chris Palmer of Risk Strategies met with the Board to discuss the insurance renewal for 2018-2019.

Present:

Mr. Rick Crump, President, Ms. Rose Barrios, Treasurer, Ms. Alaina Bevis, Secretary, Ms. Mary Slade, Vice President and Ms. Sharon Singletary, Member

Also Present:

Ms. Rita Nicolas of Common Interest Management Services

Open Forum:

An owner from 383 Mandarin Dr. expressed his concern regarding the legal services plan that the HOA has an agreement with Berding & Weil. This plan was explained to Mr. Matthews. He then expressed concern regarding the Shell and Chevron Stations and how the HOA should be dictating what the two gas stations can and cannot do. Mr. Crump explained the easement rights

Executive Session:

The Board reviewed and discussed an appeal for towing costs and violations and made its decisions accordingly.

Reading, Correcting and Approving Minutes:

The minutes of July 19, 2018 were approved as written.

Giving and Acceptance of Reports:

Managing Agent's Report: The Board acknowledged receipt of the report, which they previously received.

Financial Statement Ending July 31, 2018: The Board acknowledged receipt of the financial statement ending July 31, 2018 as prepared by Bautista & Co. which reflects a monthly deficit of \$17,488 an ending cash balance of \$1,945,555 and total investments of \$1,473,620 which is designated to reserves.

The Board acknowledged receipt and its review of the bank reconciliations and the delinquency reports as prepared by Bautista & Co. and Sunrise Assessment Services (Delinquency Report only).

Unfinished Business:

Ratification of Window and Door Installations: Mr. Crump said the Board needs to ratify the installation window and door at 361 Half Moon Lane #301.

Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to ratify the installation of window and sliding glass door at the unit listed.

Ratification of Proposal from Master Plumbing - Line #9998: Mr. Crump said the Board needs to ratify the proposal from Master Plumbing to replace the regulator valve for Bldgs. 18, 19 and the clubhouse for a cost of \$5,134.

Ms. Slade made a motion that was seconded by Ms. Bevis and unanimously carried to ratify the proposal from Master Plumbing to be funded from line #9998.

New Business:

Insurance Package Renewal for 2018-2019 - Risk Strategies: Mr. Crump said Chris Palmer, of Risk Strategies, met with the Board during its pre-Board work study session this evening and explained the proposal for the insurance quotes for 2018-2019. He said Risk Strategies is recommending the 2018-2019 proposal for a total package cost of \$307,402 contingent upon door closures being required on all 3-story corridor unit doors within 6 months, otherwise the cost of the insurance will reflect a higher cost.

Ms. Slade made a motion that was seconded by Ms. Bevis and unanimously carried to approve the insurance proposal for a total cost of \$307,402 effective September 27, 2018 and the door closures being installed to be funded from line #5020.

Laundry Machine Service Proposals: Mr. Crump said three laundry company vendors submitted proposals for the upcoming laundry machine renewal contract which expires at the end of October 2018. He said that Ms. Slade, Ms. Nicolas and he met with all three vendors to discuss their offers to the Association. The three companies are CSC (the current vendor), Excalibur and Wash. All three companies are very close with their offers and because of this, he recommends that the Board remain with CSC as they have the highest offer and their equipment and smart cards are already in place. He mentioned that due to some issues with CSC, that have since been worked out, it was decided to solicit proposals from 2 other companies and by doing this, it was discovered that the HOA was not receiving what it should have been and the new contract will add over \$300,000 in revenue over the 5 year term of the contract. The offers are CSC, \$18,066.67 per month, Excalibur, \$17,500 per month and Wash, 17,565.50.

Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to award the laundry contract to CSC for a monthly commission of \$18,066.67 for 60 months.

Announcement of Decisions Made in Executive Session at the July 19, 2018 meeting:

Patio Violation - 385 Mandarin Dr.: Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the patio violation since it is an infraction of the Architectural Do's and Don'ts.

Patio Violation - 357 Half Moon Lane: Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the patio violation since it is an infraction of the Architectural Do's and Don'ts.

Window Violation - 375 Mandarin Dr.: Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the window violation since it is an infraction of the Architectural Do's and Don'ts.

Window Violation - 355 Half Moon Lane: Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the window violation since it is an infraction of the Architectural Do's and Don'ts.

Parking Space Violation - 375 Mandarin Dr.: Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the parking space violation since it is an infraction of the Architectural Do's and Don'ts.

Parking Space Violation - 377 Mandarin Dr.: Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the parking space violation since it is an infraction of the Architectural Do's and Don'ts.

Parking Space Violation - 377 Mandarin Dr.: Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the parking space violation since it is an infraction of the Architectural Do's and Don'ts.

Storage Locker Violation - 375 Mandarin Dr.: Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the storage locker violation since it is an infraction of the Architectural Do's and Don'ts.

Storage Locker Violation - 377 Mandarin Dr.: Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the storage locker violation since it is an infraction of the Architectural Do's and Don'ts.

Time, Date and Place of Next Regularly Scheduled Meeting:

Mr. Crump announced the next Regularly Scheduled Meeting will be held on Wednesday, September 19, 2018 at 6:45pm for Open Forum and 7:00pm for the Regular Meeting.

Adjournment:

There being no further business to come before the Board, the Regular Meeting adjourned at 7:10pm.