

Crosswinds Homeowners Association

Board Meeting

28 January, 2007 - 5pm

Furnee Residence – 503 Crosswinds

Minutes recorded by Melissa Kistler, Secretary

Present:

Peter Furnee

Tamara Thompson

Melissa Kistler

Alicia Payne

Patrick Moylan

Ken Binder

Pattie Abdella

Renae Furnee

5pm: Start of Meeting

Review Minutes from December 28:

- Review of previous minutes.
- Q&A (Some topics continued...)
 - Abandoned house at the top of the neighborhood (City): broken garage door has been fixed.
 - "Lights On Crosswinds!" was launched; excellent response. Weiss donated lightbulbs were distributed with fliers. Significant increase in light/visibility after dark has been noted.

CHOA v Kathi Hare:

- Petition to Remove to Circuit Court
 - Per Courthouse, anyone can file and pay the fee and removal to Circuit is granted – hence approval of Kathi's motion. WV Law appears to state that \$ in question must be in excess of \$300, otherwise both parties must agree. This will be a question for the attorney.
- Counter Suit
 - In the filed response to the civil suit, Kathi Hare is asking for reimbursement of her legal expenses.
- Retention of Counsel
 - David Hammer has been approached. Awaiting a response from him, as well cost estimate going forward.
- Notice to Homeowners
 - Attorney to be consulted RE: disclosure to homeowners; agreement by all board members present that homeowners should be notified ASAP of all proceedings. Attorney to advise on best approach for disclosure.

Dues/Assessment:

- 32 paid/34 unpaid lots for 2007 dues of \$100
- Assessment Account
 - Separate account to be opened for Special Assessment from 2006 for road resurfacing (est. 2009) reserve.
 - Discussion RE: placement of Road Fund into high-interest savings account
 - Alicia will investigate alternate bank/institution for savings account.
 - ING suggested as a possibility.
 - Reserve Study to be reviewed. John King was responsible for the initial study in 2000. At that time it was recommended that the roads would need to be resurfaced approximately every 10 years. (1999-2009 for first requirement.) Estimate at that time was approximately \$22,000. Discussion of a possible review of initial Reserve Study to confirm estimate with current costs. Issue tabled for the present.
- Late Notices, Statements, Review Dates, Changes?
 - January 1 - \$100 Dues
 - February 1 – Dues are late
 - February 15 – **MAILING:** Notice of Past Due account and 10% penalty assessed after March 1
 - March 1 – 10% (\$10) penalty assessed on unpaid accounts
 - March 15 – **MAILING:** Notice of Intent to Place Lien for unpaid lots after April 1
 - April 1 – Lien to be filed on unpaid lots

Landscape

- Grass Cutting
 - R&L proposed contract is declined due to financial constraints. (Cost would be greater for mowing, alone, than total intake of annual dues.)
 - Peter has scheduled an assessment for bid with a vendor.
 - All board members are asked to assist with finding an alternate, cost-effective vendor for mowing services.
 - Patti will email out information on John Stas, possible vendor for mowing. (Shannondale/Charles Town)

Budget

- CHOA v Kathi Hare Impact
 - Attorney will be consulted RE: recouping costs from Ms. Hare in consideration of the law suit
- Need to prepare 2007 budget without regard to CHOA v Kathi Hare
 - Discussion RE: raising annual dues to avoid Special Assessment for additional road resurfacing needs after 2009.
 - Annual expenditures for 2005, 2006 were more than \$2000 in excess of the expected \$6600 dues intake for those years.
 - Raising dues to \$150 per year (pending advice on WV Laws regarding HOA Dues increases) discussed. This would bring the annual budget for expenses to \$9900.
 - Review of past expenditures will continue; pending completion of this review, the board will address the issue of whether a dues increase is needed and allowable.
- Association Finances
 - Peter has donated a computer for Accounting purposes
 - Alicia purchased accounting software; it is now installed and will be used for association accounting.
 - Software also to be used to generate invoices ("billing statements") for HOA Homeowner accounts.
 - Crosswinds logo will be incorporated into documents/statements.

Spring Plans

- Rib/Chili Cook-off
 - Tammy and Patti will plan this event; they will meet to discuss.
 - Andy Sugrue from the City Side would like to coordinate for the event.
- General Homeowners Meeting
 - Tentative date for March 31 set last month.
 - Discussion of Saturday the 30th of March as a possible alternate date; possibly preferable for families to do Saturdays because of work/school prep on Sundays.
 - Entire board will seat at front to preside at the meeting and provide visibility to the association.

The board will meet in February to finalize plans for the March meeting. Date for February board meeting TBD.

Meeting is adjourned.