

**CROSS CREEK CONDOMINIUM ASSOCIATION
ANNUAL OWNER MEETING
MAY 25, 2012**

I. CALL TO ORDER

Rob Luhrs called the meeting to order at 6:00 p.m.

II. PROOF of NOTICE/ QUORUM/ INTRODUCTIONS

Notice of the meeting was sent to all Owners on April 25, 2012 by US mail.

With 9 units represented in person or via telephone and 13 by proxy, a quorum was reached.

The following units were represented in person:

102 – Board Member Lindee Sebald, tom Hallin
105 – Board Member Don Morrissey via telephone
202 – Board member Carol Horn via telephone
207 - Mary Sue Ferguson
211 - Art and Nancy Blomberg
300 – Board member Don Crino
301 – Sam Winslow, via telephone
308 – Board member Rob Luhrs and Pam Luhrs
309 - Richard Travis

III. APPROVE PREVIOUS MEETING MINUTES

Don Crino made a motion to approve the minutes form the 2011 Annual Owner meeting;
Art Blomberg seconded and the motion passed.

IV. PRESIDENT'S REPORT

President Rob Luhrs welcomed everyone to the meeting and thanked them for their attendance.

V. FINANCIAL REVIEW

Kevin Lovett presented the year to date financials as follows:

Year to Date, April 30, 2012 Financials

April 30, 2012 close financials report \$25,152.98 in the Alpine Operating acct.,
\$12,915.87 in the Alpine 100 Bldg. Reserve Acct., \$33,710.83 in the Alpine 200/300
Building reserve and \$29,886.24in the Alpine Ctr. Bldg. Reserve acct.

April 30, 2012 close financials report \$102,078.54 of actual expenses vs. \$100,699.29 of budgeted expenses. Operating expense lines items of major variance were reviewed to include:

General Operating \$209.25 over budget
100 bldg Operating \$126.77 under budget
200/300 bldg Operating \$1296.77 over budget

Capital Planning

Capital plans for the 100 building, 200 & 300 building, and Center building are reviewed and updated at each Board meeting. Additional updates will be made based on discussions at this meeting. SRG will work with Lindee to update the reserve plans listing additional projects that will need to be completed and to include a funding column showing the portion of funds that are to be collected each year in efforts to fund each project. The possibility of completing a professional reserve study was discussed; the Board and majority of Owners present did not support completing a professional reserve study.

Due to due from's

The Board and Owners discussed the "due to / due from's" on the balance sheet which were created a few years back when adjustments were made on past expense classifications. Lindee moved to address the due to due from's in the next budgeting cycle; Don Crino seconds and the motion passed.

VI. MANAGING AGENT'S REPORT

Jocelyn Banks was thanked for her good work this past year and Kevin Lovett with SRG presented the following manager's report:

Completed Items

- Comcast Cable TV renewal (received \$900 credit for HBO billing with no service)
- Exterior hot tub sanding and staining
- Pool surface patching and cleaning
- Exercise equipment upgrades; thanks to Rob Luhrs for purchase and delivery of new equipment
- New hot tub cover installed
- Routine inspections/ tune ups of clubhouse boiler/ mechanical and fire systems
- Parking lot patching, crack seal, seal coat and striping
- Managers unit deck replacement
- 200/300 bldg interior window sill painting/ caulking
- 200/ 300 bldg gutter / heat tape install project

Pending Items

- Annual Sto Inspection (to be completed in conjunction with painting)
- Flower Planting

Discussion Items

- Window washing \$1300 for all window exteriors; Sue Ferguson moves to complete; Lindee seconds and the motion passed.
- 100 bldg roof warranty was discussed; it is \$170 per month, \$2040 annual and covers inspection Spring and Fall and minor maintenance to include caulking and gutter cleaning. The Board and Owners agreed to complete a survey of the 100 building owners to see if they wish to continue this program. Don Morrissey preferred canceling the service as the funds could be used for other items and an annual roof inspection and maintenance should be able to be completed for less than \$2040. Don will work with SRG on preparing the survey.

-100 bldg back deck gutters - it was agreed that gutters and heat tape would be installed on the back side of three areas of the 100 building.

VII. OLD BUSINESS

There were no old business items discussed.

VIII. NEW BUSINESS

A. Exterior Building Painting - the exterior painting project was discussed. The overall scope of what is planned to be painted was set to include:

100 Building - all exterior paintable surfaces with exception of Sto

200/ 300 Building - all exterior paintable surface to include the Sto; Sto will take on the Sto color of the 100 building.

Center Building - all exterior paintable surface to include the Sto; Sto will take on the Sto color of the 100 building

An overall them to bring the complex together with consistent colors was discussed.

Nancy Blomberg presented a plan to move towards a "three color scheme" design which will help update the building appearance.

The Board and owners present approved Nancy Blomberg to work with designer to create three different color schemes with photos for presentation to the Board and then to be sent to all Owners for vote.

SRG will retrieve additional bids for a three color scheme approach and present to the Board.

SRG will investigate "re-doing" the Sto vs painting it and will find a Sto rep to view property and make recommendation.

Alternative paint products will be investigated.

The timeline for the painting project was discussed. The mailer is planned to be sent to all owners July 1, 2012 with survey results due August 1, 2012. The painting project will be scheduled to begin August 15th.

B. Decks and Deck railings - Richard Travis reported that his deck surface has rotten boards and his deck railing system is loose. Don Crino moved to have the decks and deck railings inspected and repaired proactively; Art Blomberg seconds and the motion passed. SRG will have all of the unit decks inspected and report findings to the Board. SRG will have the deck inspector report on estimated life of the existing decks and will place monies in the Capital plan for replacement. The Board stated that decks should be inspected annually.

IX. BOARD OF DIRECTOR ELECTION

The Board of Directors will remain the same for 2012-13.

X. NEXT MEETING DATE

SRG will poll the board to establish possible dates for the next Board meeting.

XI. ADJOURNMENT

With no further business, the meeting was adjourned at 8:40 p.m.

Approved By: _____
Board Member Signature

Date: _____