

# CROSS CREEK CONDOMINIUM ASSOCIATION BOARD OF DIRECTORS MEETING

April 7, 2006

## CALL TO ORDER

A meeting of the Board of Directors for the Cross Creek Homeowners Association was held on April 7, 2006 in the Center Building conference room. Directors in attendance were: Carol Horn, Rob Luhrs, Tim Nimmer, Bryce Hunt, Julian Gelfand, Daniel Spivack, and Don Crino. Director David Falk was present by teleconference for a portion of the meeting. Present from Wilderwest Property Management were Don Wagner, Daniel Vlack, Robert Halenda, Danyelle Whyte, Andy Andrews, and Phil LaFrance. Vice-President Don Crino called the meeting to order at 7:12 p.m.

## APPROVAL OF MINUTES

The minutes of the January 13, 2006 meeting were reviewed.

**Resolution: Upon motion made, duly seconded and unanimously carried, the minutes from the January 13, 2006 Board of Directors meeting were approved as presented.**

## FINANCIAL REPORT

The Board and Ms. Whyte discussed CCA accounting practices. The Board requested Ms. Whyte contact Lindee Seebold to resolve her financial questions.

The Balance sheet was reviewed by Ms. Whyte. Board discussion was held over specific line items. Ms. Whyte explained how budget deficits can be handled by either permanent or borrowing transfers from Reserve accounts. Specific effects of planned painting costs, the cost of the newly installed heat tape, electric service and spa chemicals as they relate to the Operating and Reserve financials was discussed. It was noted a review of the current property condition related to the interval for major maintenance items needs to be done.

Invoices and work orders were reviewed. Ms. Whyte answered questions regarding the checks and balances for the billing and payment of work orders, and reviewed credits reimbursed to the HOA for disputed charges. Questions were raised regarding maintenance hours, how the Resident Manager hours are billed versus work orders, the relationship between the services included in the management contract and additionally billed hours, and the need for a clear definition between services provided versus work hours versus management contract services. Mr. LaFrance commented that a billing description doesn't always reflect the entire extent of actual services. It was agreed there should be a better explanation on work orders of the actual services provided. Ms. Whyte stated WPM is working hard to resolve these issues, and felt significant progress had been made in the system, which is now addressing many of the Board's concerns.

A question was also raised regarding the cost benefit of having a Lindell spas contract versus WPM billed costs. Further questions were raised by the Board over the costs paid for by CCA versus costs attributable to Units being in the WPM short term reservation program and how those costs are billed, specifically those costs associated with the cleaning of the conference room after rentals for that facility. These costs will be reviewed by WPM Lodging staff and alternate billing solutions will be presented to the Board.

## **PROPERTY ISSUES and ACTION LIST REVIEW**

The Board reviewed and discussed a variety of projects including:

- The issue of the Building 100 siding condition and whether it was still under warranty was raised. It was requested that Mr. Harmon be contacted concerning the warranty.
- It was noted that there is a need for various STO repairs. These will be noted and addressed at the spring walk through.
- The efficiency of the pool/spa area dehumidifier. It was decided to try to adjust the system and see what could be done before pursuing replacement.
- The age of the heating system and replacement position on the MMC was noted
- The cost of window repairs (opening mechanism) and general window condition.
- Mr. LaFrance explained the general pool area roof leak and the repairs needed. The board requested a bid from Mr. LaFrance and another bid from an outside contractor with WPM providing the scope of work. A third bid will be procured by the Board.
- The new hot tub is operational; it was decided to add wood staining to the workday.
- The re-examination of the P gravel flooring issue was added to the walk through.
- PBX/fire alarm problems are to be discussed between Mr. Andrews and Director Hunt. There is the possibility of a control card problem with the system.
- The number of telephone lines and their cost was discussed.

**RESOLUTION; Upon motion made, duly seconded and unanimously carried, the Board approved dropping three of the PBX system phone lines.**

- The demonstration gutter heat tape system is working as designed.

**RESOLUTION: Upon motion made, duly seconded and unanimously carried, the Board directed Mr. LaFrance to draw up bids to outfit the whole complex with a gutter and heat tape system like the demonstration project.**

- There was a general question over liability coverage for Board members.
- Director Hunt discussed the wireless system and the need to order 6 more repeaters.

**RESOLUTION: Upon motion made, duly seconded and unanimously carried, the Board approved ordering 6 more repeaters for the complex wireless system.**

## **NEXT MEETING**

After discussion the next board meeting is scheduled for May 28, 2006 at 8:00 am, with a walk through scheduled May 5, 2006 at 9:00 am to review specific property issues raised at this meeting.

## **ADJOURNMENT**

The meeting was adjourned at 10:30 pm.