**CAROLINA CROSSING**

**HOMEOWNERS ASSOCIATION**

**BOARD MEETING**

**JANUARY 20, 2010**

1. CALL TO ORDER: Vice President Rob Chinnock called the meeting to order at 6:31 PM.

Attendees:

ACC Chairperson: Jodi Lopez

ProComm Rep: Diane Munoz

Board Members Elby Jones, Judi Jones, Rob Chinnock, Don Kraft

Absent Member: Raymond Ellis—due to medical emergency in family

1. APPROVAL OF PREVIOUS MINUTES: A motion was made by Mr. Kraft and seconded to approve reading of the minutes from the last regular meeting in October.
2. IDENTIFICATION OF HOA BOARD MEMBERS: The board members for 2010, as approved by members, are:

Elby Jones - President

Rob Chinnock - Vice President

Raymond Ellis - Treasurer

Judi Jones - Secretary

Donald Kraft - Member-at-Large

1. FINANCIAL REPORT: Financial reports were reviewed and approved. Delinquency reports were reviewed.
2. OLD BUSINESS:
	1. Entry/Exit Gate: No major issues have been identified. So far the idea of keeping the gates closed at all times has not resulted in any increase of maintenance costs. The recent situations involving the gate transmitter antenna and realigning the gates were not attributed to the gates being closed 24 hours-a-day. We anticipate the mechanism for the exit gate needing to be replaced within the coming year.
	2. Landscaping Contract: At this point we are very pleased with the new landscaping company. A recommendation was made to include the companies name in the next newsletter so homeowners can send their comments directly. This will be accomplished.
	3. Road Coating: Estimate from Wheeler Coating in the amount of $12,452 was approved by the board. Funding for this action will be taken a maturing CD ($7880.52) and the remaining from our HOA General Fund.
	4. HOA Insurance: As a cost savings effort, the board approved changing the insurance carrier to State Farm. This action will be effective on 1 April 2010.
	5. Fence Staining: Mr. Tim Jacobs provided 5-gallons of stain to the HOA board on January 21, 2010. This stain will be used as part of a self-help project to stain the fence inside the subdivision and also touch-up boards along Savannah Drive.
3. NEW BUSINESS:
	1. No Parking Areas within the sub-division: We have been asked to determine legal authority to identify No Parking areas. We are currently checking with Mr. Tom Eaton, City Marshall’s Office on this area. Ms. Lopez will be touching base with Mr. Eaton concerning this and other gated community issues.
	2. Installation of new sod to the front area: Due to the recent drought and a defective sprinkler system, several common-use areas are in need of sod replacement. We are considering a self-help project to lay the sod once it has been purchased and delivered.
	3. Removal of trees and bushes: There are several Hackberry trees and an unknown scrub along the Savannah and Schertz Pkwy areas needing to be removed. The trees are a safety issue since they break very easily during storms and can cause damage. We will check with our new landscaping company and other companies for an estimate of pricing. This will be after we contact the City of Schertz to make sure we are not violating any city codes in removing the trees.
	4. Replacement of signs in the community. All our street signs are not in compliance with city code. Signs are out-of-code for their height and size. This issue will be addressed at a later board meeting to discuss funding issues and time to complete the action.
	5. New Entrance Sign for Community: We will be looking into procuring a new sign for the entrance area so that it will mirror the one used by our Sister Community. Pictures and dimensions will be provided to Ms Munoz so she can obtain an estimated cost.
	6. CCS HOA Documentation Retention. Several members questioned the system of how the boxes are being stored. Ms Munoz explained Iron Mountain is contracted to store all documents for the HOA. Iron Mountain charges for bringing boxes to or from their area each time there is a request to view or add boxes to the inventory. We are concerned that we pay for this service, which is required for the HOA, but cannot actually view the boxes without incurring a fee. Most of the documents are accounting documents and must be kept for a minimum of 7 yrs to Indefinite. We have requested a copy of the inventory to assure the proper documents are being stored, including any that may have been acquired during our previous management companies.
	7. New ACC Board member: The board approved Mr. Tim Jacobs as a new member to the ACC. Their members are Jody Lopez—Chairperson, Robert Woodruff, Ray York, Ms. Hannelore Hills and Tim Jacobs
	8. Upcoming Self-Help Items: We discussed some self-help projects to involve community members. (1) Finish staining the fencing along the curve of the backside of Peachtree, (2) Replacing and restaining boards along the outside fence, and (3) Marking street numbers on the curbs. A newsletter will be published in February to advise the community of these projects.
4. NEXT BOARD MEETING: April 21, 2010 was initially set for our next board meeting.
5. ADJOURNMENT: Meeting was adjourned at 8:01 PM

Respectfully submitted

 Judi Jones/HOA/CCS