

Coffee Creek Homeowners Association Board Meeting

7/19/2011

Attendance: Mark Owens, Steve Perry, Tom Lingenfelter,, Greg Welsh, Pam Masingale, Sharrese Bishop, Ed Harrelson and Lyndon Sanders Absent: Charlene Duncan

Call to Order: The regular monthly meeting was called to order at 7:05 pm by President Steve Perry.

Minutes from the June Board of Directors meeting were approved via email. The minutes had previously been emailed to board members.

New Business:

- Neighborhood Block Party – September 10, 2011. Hours: 3:00 pm – 6:00 pm
- Clubhouse AC – Tom had the Air Conditioner in the Clubhouse serviced
- In-Ground-Pool – Request For Approval – Homeowners were asked to bring their plans to the board for approval
- Dead Trees around the pond – Poison Ivy must be killed before anything can be done
- Gate Spring broke for kiddy pool – David Wilson has ordered this part

Old Business:

- Posting HOA meeting agenda and minutes on the website: This is a work in progress
- July 4 Parade – We had a very good turnout. Fire Department led the parade and the Owasso police followed.

Finance Update:

We are even for the year on expenses even with the higher third quarter expenditures.

Adjourn: The meeting was adjourned at 8:02 pm.

Greg Welsh made a motion to move the next meeting of the Board of Directors to August 9,

Coffee Creek Homeowners Association Board Meeting

8/9/2011

Attendance: Mark Owens, Steve Perry, Tom Lingenfelter, Greg Welsh, Pam Masingale, Sharrese Bishop, Ed Harrelson, Lyndon Sanders and Charlene Duncan

Call to Order: The regular monthly meeting was called to order at 7:02 pm by President Steve Perry.

Minutes from the July Board of Directors meeting were approved via email. The minutes had previously been emailed to board members.

New Business:

- The monthly minutes will start being posted to the HOA website
- A new irrigation control unit was installed by the entrance off 145th. This unit was stolen within a week after installation. The unit was replaced again. This was a major unexpected expense. Tom made a motion to have a locked electrical box installed on the other control unit. Sharrese seconded the motion.
- Broken window in clubhouse was repaired. This window was broken by a airsoft pistol.
- Pool filter motor had to be replaced. The cost was \$395
- Covenant Compliance – We are having problems with residents not complying with the covenants. Discussed options and possibly amending in the covenants.
- Residents putting pool chairs in kiddie pool. This damages the pool surface.

Old Business:

- Neighborhood Block Party – September 10, 2011. Hours: 3:00 pm – 6:00 pm. Reviewed flyer that will go out to residents.
- The HOA monthly meeting agenda will be posted to the website.

Adjourn: The meeting was adjourned at 8:15 pm. The next board meeting will be held September 20, 2011, at 7:00 pm at the Coffee Creek Club House

Coffee Creek Homeowners Association Board Meeting

9/20/2011

Attendance: Mark Owens, Steve Perry, Tom Lingenfelter, Greg Welsh, Pam Masingale, Charlene Duncan Absent: Sharrese Bishop, Ed Harrelson, Lyndon Sanders

Call to Order: The regular monthly meeting was called to order at 6:45 pm by President Steve Perry.

Minutes from the August Board of Directors meeting were approved via email. The minutes had previously been emailed to board members.

New Business:

- Solar Panel consideration. Residents will have to present plans to the Board of Directors for consideration. Before these are ever approved, the covenants will have to be amended.
- Covenant compliance – Residents are starting to comply.
- Planting of trees – Greg Welsh made a motion to plant 2 trees, Tom seconded the motion. After several discussions about the neighborhood grant, Steve Perry made a motion to reject the grant. Mark seconded the motion. This decision was based on the commitment required by the City of Owasso.
- Pool chairs have been put up for the winter.
- Neighborhood Block Party – Turnout was down from last year. Discussed ideas for next year.

Old Business

- The HOA meeting agenda and minutes is being posted to the HOA website.

Finance Update

Maintenance cost has been up for this last quarter. We will have a better accounting after the third quarter expenses are in.

Adjourn: The meeting was adjourned at 7:23 pm. The next board meeting will be held October 18th, 2011, at 7:00 pm at the Coffee Creek Club House

Coffee Creek Homeowners Association Board Meeting

10/18/2011

Attendance: Mark Owens, Steve Perry, Tom Lingenfelter, Greg Welsh, Pam Masingale, Charlene Duncan, Sharrese Bishop, Ed Harrelson, and Lyndon Sanders

Call to Order: The regular monthly meeting was called to order at 7:00 pm by President Steve Perry.

Minutes from the September Board of Directors meeting were approved via email. The minutes had previously been emailed to board members.

New Business:

- High weeds in park – A Sharp Cut will take care of this.
- Car broken into in resident's driveway and property was stolen. Resident has been advised to make a police report.
- Planting of trees – Three new trees have been planted on the northeast side of the pond. Discussed adding 2-3 trees to the yearly budget.
- Removal of the dead tree on the north side of the pond has been done, thanks to Tom, Ed and Greg. Two estimates were presented for the removal of a huge dead hollow tree on the south side of the pond. Ed made a motion to accept the lowest estimate from Affordable Tree Service, Charlene second the motion.

Old Business

- Kiddy pool needs resurfacing. Tom will get estimates after the first of 2012.
- Traffic counter was installed on the 103th St. for a few days. A follow up call will be made to the City of Owasso to find out the status of the Stop sign.

Finance Update

We are currently \$1100 over budget.

Adjourn: The meeting was adjourned at 7:55 pm. The next board meeting will be held November 15th, 2011, at 7:00 pm at the Coffee Creek Club House

Coffee Creek Homeowners Association Board Meeting

11/15/2011

Attendance: Steve Perry, Tom Lingenfelter, Greg Welsh, Pam Masingale, Charlene Duncan, Sharrese Bishop, Ed Harrelson Absent: Mark Owens and Lyndon Sanders Visitor: Kay Bratcher

Call to Order: The regular monthly meeting was called to order at 7:00 pm by President Steve Perry.

Minutes from the October Board of Directors meeting were approved via email. The minutes had previously been emailed to board members.

New Business:

- Property Damage Update: Insurance Company has issued a check and Hayes Custom Homes has been hired to do the repairs.
- HOA Insurance Deductible and Directors Insurance – Our current policy has a \$5,000 deductible, the board voted to change the deductible to \$1,000 and add Directors insurance at renewal in January. Sharrese made a motion to lower the deductible and Ed 2nd the motion.
- Annual Dues Billing change (New Due Date) – The board voted to change the due date for HOA dues to March 31, 2012. This is contingent upon how we are billed for the lawn service. Charlene made a motion for this change and Greg 2nd the motion.
- Request To Post Information On The Web Site – Kay Bratcher offered to maintain the Coffee Creek web site.
- Christmas Light Contest Judging – We will do the same as previous year. First place will get 10% off their 2012 dues and 2nd place will get 5% off their 2012 dues.
- A Sharp Cut Maintenance Contract – The current lawn service for our commons areas has agreed to keep their prices the same for 2012. Ed made a motion to keep ASC and Sharrese 2nd the motion.

Old Business

- Update on Dead Tree Removal – This has been completed.
- High Weeds In The Park – This has been taken care of.

Coffee Creek Homeowners Association Board Meeting

12/13/2011

Attendance: Steve Perry, Greg Welsh, Pam Masingale, Charlene Duncan, Sharrese Bishop, Mark Owens, Lyndon Sanders. Absent: Tom Lingenfelter & Ed Harrelson Visitor: Kay Bratcher

Call to Order: The regular monthly meeting was called to order at 7:05 pm by President Steve Perry.

Minutes from the November Board of Directors meeting were approved via email. The minutes had previously been emailed to board members.

New Business:

- **Property Damage Update:** All repairs have been completed except the planting of new shrubs. The board voted to wait until spring to plant the new shrubs. Greg made a motion to accept the delay and Lyndon 2nd the motion.
- **Christmas light contest winners were:** 1st place – Kevin & Vona Cox, 14305 E. 102nd circle, 2nd Place – Steve & Peggy Clark, 14301 E. 102nd
- **Homeowner potential lawsuit for uncollected dues:** This issue has been tabled for now.
- **Transfer of website maintenance:** Mark will transfer this to Kay Bratcher.
- **Annual HOA meeting:** The date has been set for March 31, 2012.
- **Resignation:** Mark Owens has resigned as Treasurer. He has agreed to stay on until the annual HOA meeting.

Old Business

- **HOA Insurance Deductible and Directors Insurance** – Our current policy has a \$5,000 deductible, the board voted to change the deductible to \$1,000 and add Directors insurance at renewal in January. All documents have been submitted to State Farm Insurance and policy will go into effect January 15, 2012.