

**Crestlake Homeowners' Association
St. Joseph Township Building
November 20, 2014
Board Meeting Minutes**

Daniel Wilson called the meeting to order at 7:07 pm

Roll Call

Daniel Wilson/President	Present
Art Rapp/Vice President	Present
Adāna Adāms/Secretary	Present
Dennis Hueber/Treasurer	Absent
Michele Guido/Member at Large	Absent
Mike Birt/Member at Large	Present
Jeff Kern/Member at Large	Absent
Jaime Kofoot/Member at Large	Present
Open Position/Sergeant at Arms	

Approval of Minutes from September 18, 2014 Board Meeting

Jaime Kofoot moved approval.

Daniel Wilson seconded.

Motion unanimously approved

Committee Reports:

Treasurer's report – Dennis Hueber

Review of the monthly report from Judie Puzey submitted to members November 14th.

Daniel Wilson moved approval.

Adāna Adams seconded.

Motion unanimously approved.

Secretary's report – Adāna Adams

New home Sales:

607 N Cedar Dr (David & Amber Davis)

Daniel Wilson moved approval.

Jaime Kofoot seconded.

Motion unanimously approved.

Committee Reports

Architectural -Mike Birt had nothing new to report.

Ponds and Commons-Daniel Wilson will speak to Kevin Franzen about mowing of the commons. It was suggested that we contract with Franzen Lawncare for another two years.

The board will look at the feasibility of retaining Michael Scott for another year. Tyson Royer will be working on a proposal for chemical treatment for the ponds in 2015.

Ribbe Trucking has not yet begun work on Magnolia pond. This work was to take place in 2014.

Web and Communications –Mike Anderson continues to make membership changes to the website.

Hotline Report - Requests for HOA dues letters for home closings. Calls forwarded to Judie Puzey.

Paul Duitsman (former CHOA President) was removed from the Bank account at Longview Bank. Daniel Wilson will be added to the account.

**Crestlake Homeowners' Association
St. Joseph Township Building
November 20, 2014
Board Meeting Minutes**

Art suggested that in 2015 we meet every other month and keep in touch by email. If we need an emergency meeting we will come together to resolve any issues that may arise.

Jaime was asked to pull 5 collection files that Anna Benjamin has worked on at Meyer Capel relating to Crestlake HOA. She will give the board detailed information about what the board is being billed for. Is the HOA getting the \$250.00 for each late fee when everything is eventually paid by the homeowner. Perhaps we can change the legal letter to read that the "fee is "X" number of dollars now, but costs could rise."

Art moved that we bill 30 days in advance rather than 60 days.

Daniel seconded.

Motion unanimously approved.

It was suggested that we look at the feasibility of providing addressed envelopes with the HOA bills for 2015. Our accounting firm found a website where 500 #8 envelopes (3.625 x 8.625) can be printed for \$77.95. It was agreed via email to let Judie Puzey order these envelopes and enclose them with the bills that will be mailed in May 2015.

Adjournment

Adana moved to adjourn at 8:28pm

Jaime Kofoot seconded.

Motion unanimously approved.

Next Board Meeting – March 19, 2015