

Cedar Park HOA, Inc.
Board Meeting
7:00 p.m. June 12, 2007

Board Members in attendance: Jana Williams, Terri Thompson, Yvonne Hall
Owner in attendance: Crystal Seevers

I. New Business:

- A. The purpose of this meeting is to discuss how to proceed with the board since Yvonne is selling her town home and will need to get off the board. Yvonne gave a recap of the board functions for Crystal.
- B. Yvonne made the motion to nominate Crystal Seevers as a new board member in the position of secretary. Terri Seconded and all were in favor.
- C. After a discussion of costs and terms of a management company Jana made the motion to hire Tracy from Heritage Property Management to take over the management of the property. The board will thus be able to concentrate on issues rather than the day to day affairs. Crystal seconded and all were in favor. Yvonne will make the necessary arrangements.

II. Old Business:

- A. There is a water valve in front of the town homes on Cedar Glen that the city replaced and the dirt around it needs to be fixed. It was noted that the lawn care company may be able to do this.
- B. It was noted that there are new head-gate screens. They should last a few years if they are taken care of. Terri will still get by and clean them and Yvonne will find someone else to check them also.
- C. There is an issue with the posts on the town home porches. They are currently not secured to the concrete and can be pushed around. It was suggested that the new management company could hire someone to put steel braces on each post base.
- D. There are still two water issues that Yvonne is working on before she leaves. One is the front yard of an owner that is about two years past due on assessments.
- E. There is still an issue with kids playing with the drainage box screen in the park. This has been an ongoing problem and Yvonne will look into securing the screen before she goes.

III. Other:

- ✓ A. Yvonne will get Crystal a copy of the bylaws.
- ✓ B. Yvonne will get a list of owners to the other board members.
- ✓ C. Yvonne will write a letter of resignation and determine what letters need to be mailed to owners in regard to the new management, dues etc. Included in the letter should be a reminder to town home owners that they must carry insurance on the interiors of the units. Association insurance does not cover past the drywall.
- ✓ D. Yvonne will once again try to contact the ditch company about the whereabouts of the lock for the head-gate.
- E. Jana thanked Yvonne for all the work she has done in the last few years.

IV. The meeting was adjourned at 8:00 p.m.