

**Castlewood Home Owners Association
Monthly Board Meeting
November 20, 2007
Association Meeting Minutes**

Walter Colquitt, President
Denny Reid, Vice President
Paula Cuva, Secretary
Tony Leone, Treasurer
James Richter, Member

I. Call to Order

The meeting was called to order at 7:01pm by President Walter Colquitt.

II. Establish Quorum

Attending the meeting were board members Walter Colquitt, Denny Reid, Tony Leone and Paula Cuva and a quorum was established. Also attending was CCMC community manager, Jo Lynn Tefft. James Richter came later.

III. Approve Minutes of October 16, 2007 Meeting

Secretary Paula Cuva read the minutes from the October 16th BOD meeting. The minutes were approved as written by the board.

IV. Social Committee Update

Jo Lynn Tefft gave the social report: "We have the 'Ladies Gift Exchange' and the 'Breakfast with Santa' coming up and everything is on schedule." Jo Lynn said she would also ask Amanda if all receipts from the Progressive Dinner have been turned in. Amanda has resigned for 2008 and we are looking for someone to replace her.

V. Open Session

Nothing to report.

VI. Manager's Report

We still have some problems with the irrigation at the front entrance and Woody's will be out next week to fix a solenoid as soon as we send them a signed contract. The board voted to have it repaired. It was also brought to our attention that the small area next to the transformer in front of 900 Excalibur belongs to the Association and needs to be landscaped. It hasn't been landscaped since before ValleyCrest. Jo Lynn will check to make sure this is common area. We did receive the \$500 from ValleyCrest for bridge damage. We really need to have the creek cleaned out. There is a beaver that has built several dams and taken down quite a few trees. Jo Lynn will get a quote from Woody's to get the creek cleaned out.

Jo Lynn handed out copies of a sample annual meeting packet and suggested we use something along this line for our annual meeting. It is a good source of information and Tony and Jo Lynn agreed to work together to put one together for the Castlewood Annual Meeting. As of today, we have a total of 19 proxies turned in. We need to have at least 38 proxies, representing 10%.

Everything is “winterized,” pipes wrapped, furniture stacked, pool shower shut off and drained. We need something to put over the RPZ valve. Jo Lynn said we could get a “fake” rock to cover and insulate the valve for approximately \$120 in Mesquite. The board voted to purchase it.

Jo Lynn asked about the fine violation policy. In the past, CCMC waived fines without input from the board. The board decided that from this point forward they wanted to be informed of all fines and that they would make the decision on whether to waive the fines.

VII. Treasurer’s Report

We were \$2,000 over budget for October. Large expenditures accounted for this - the water rate increase and pool/plumbing repairs done several months ago but billed this month. The budget went out and the budget summary went out with the proxy. We have trimmed the phone bill and can reduce the budget amount from \$500 to \$300 per month and put the additional monies into reserves. Several residents have asked why we don’t use Vonage or something similar. At this time FIOS is not offered at the clubhouse and the current DSL speed is not fast enough to support any of these. Residents are also questioning office supplies. Jo Lynn is going to work with CCMC regarding their chargebacks and what goes into the “Office Supplies” category. We have implemented sending reports electronically versus fax or mail to cut costs.

VIII. Easements Update

Matt Kite said he would have the revised line-of-sight easement letters for this board meeting, but Jo Lynn has been unable to reach him.

IX. Violation Report

There is still a considerable amount of fines being charged each month. Jo Lynn thinks she has been doing the paperwork incorrectly and will go back and check each fine violation for 2007.

X. Delinquency Report

Board Reviewed.

Open Session was closed at 7:30 p.m._____