

**Castlewood Home Owners Association
Monthly Board Meeting
March 18, 2009
Association Meeting Minutes**

Tony Leone, President
Denny Reid, Vice President
Dan Franklin, Treasurer
Gary Bowery, Secretary
Amanda Mitchell, Director

I. Call to Order

The meeting was called to order at 7:00 p.m. by President Tony Leone.

II. Establish Quorum

Attending the meeting were board members Tony Leone, Denny Reid and Gary Bowery and a quorum was established. Also attending was CCMC community manager, Jo Lynn Tefft.

III. Approve Minutes of February 18, 2009 Meeting

Gary Bowery read the minutes from the February 18th BOD meeting. The minutes were approved as written by the board.

IV. Open Session

A resident brought up a concern about replacing 6' fences with 8' fences. His yard has a 6' fence and the new fence being put up by his neighbor is 8'. This affects about one third of his yard. This resident did not want to participate in an 8' fence so the neighbors put up their new 8' fence on their property. Tony said that some sections are allowed to have 8' fences and the other sections would have to get board approval. The Modifications Committee said that a homeowner does have the right to put up a fence on their own property.

Gary Bowery gave a brief report on the bids for security cameras at the pool. Gary and Jo Lynn met with two of the five companies who submitted bids and have it narrowed down to one, pending the board vote. We will have three infrared, vandal-proof cameras that will be recorded on a DVR or can be watched live. The manager and a few designated officers from the board will have access to these cameras via the internet. A fourth camera can be added later if needed.

V. President's Report

Tony wanted to go over the assessment policy because we currently have about 30 residents who have late/collection fees. Our assessment collection policy states that assessments are due on January 1st of each year. There is a 30-day grace period, so late and collection fees are not assessed until January 31st. At that time, all late accounts will be charged a \$15 CCMC collection fee and a \$15 Castlewood late fee. The board is not going to waive the CCMC collection fee because the HOA is charged these fees regardless of whether it is collected from the resident. The first monies are applied towards any legal fees, late/collection fees, fines, etc. Therefore, the late

accounts will be assessed an additional \$30 per month until the account is paid in full. The board is encouraging residents to pay the late and collection fees as soon as possible so additional monies are not incurred each month.

VI. Treasurer's Report

The March financials were very favorable. We were \$1,600 under budget; however \$900 was for late fees. We are currently \$16,000 over budget for the year due to the \$27,000 up front reserves contribution. This will even out over the rest of the year.

VII. Manager's Report

Social Events – The “event coordinator” is out of town. Jo Lynn will try contacting her again next week to coordinate the Easter event. About 35 have registered so far.

Property Update – After chance of freezing, Metro will plant jasmine along the slope on Castlewood and install the sod along Castlewood and at the clubhouse. Metro is going to give a quote to aerate the soccer field, add fertilizer and soil. They are also going to give a quote to add knockout roses around the clubhouse area. No response was ever received regarding the vending machine. Jo Lynn has requested a company to come out and change the lock and the HOA will maintain the Pepsi machine. The price from the City for water meters along Castlewood was \$18,000. One response was received from a homeowner on Falken Court granting permission for Metro to come onto their property to assess how many heads would be needed to plant trees in this area. As soon as we receive permission from the other homeowner, Metro can proceed. We would like permission from all end cul-de-sac (Fairfield, Bentley, Brighton, Falken) owners to let us, at the HOA's expense, add additional heads to their irrigation for trees, shrubbery and grass. These homeowners would be reimbursed for their additional water costs. Tony asked Jo Lynn to check on removing the posts and chain across Brighton Court.

Violation Report – 33 first letters and 3 second letters were sent in March.

Delinquency Report – We have one outstanding unpaid 2008 assessment which is set for foreclosure by the mortgage company, one unpaid 2008 assessment with a lien and one unpaid 2008 late/collection fee. For 2009 assessments, there are 22 unpaid assessments and 5 unpaid late/collection fees. There are currently three board approved payment plans that are on time.

Open Session was closed at 8:00 p.m._____