



**Minutes of the Board of Directors Meeting  
July 10, 2018**

The CCIA Board of Directors meeting was held at the offices of Don Langston, 5016 Champions Drive on Tuesday, May 8, 2018. The following members were present: President Don Langston, Secretary Terra Fidone, members – Ann Byrd, Robert Telford, John McCoy, Gil Masters, Buford Abeldt and Manager Jeff Portwood. Absent members included: Vice President Hunter Haglund and member Jim Cumbie. Guests included: Randy Smith, homeowner.

**QUORUM:**

A quorum of the CCIA board members were present. President Langston called the meeting to order at 6:30 pm.

**I. OLD BUSINESS:**

1. Minutes from the May 17, 2018 meeting were presented for approval. Robert made a motion to approve and Gil seconded. Minutes were unanimously approved.

**II. NEW BUSINESS:**

2. President Langston welcomed guest to the CCIA Board meeting and advised Mr. Smith that he would be allowed the opportunity to address the Board during the open discussion segment of the agenda.
3. Jeff presented the June financials as follows:
  - SouthSide Bank – Operating Funds Balance as of 6/30/18: \$206,470.71.
  - BBVA Compass CDA Reserve Fund Acct: \$104,121.87.
  - 50 past due notices were sent to HOA members, and of the ~\$20,000 due, \$3,000 has been collected to date.

**Action Item:** Terra made a motion to accept financials, John seconded. Motion carried.

**MANAGER'S REPORT:**

4. Jeff reported the following information and completed tasks to the Board:

**Pool Report:**

- Issued 165 pool passes which included 145 homeowners and 20 renters.
- During June, average use of pool was 30 members/day and the highest one-day attendance was 55 homeowners.
- Pool usage appears to be trending downward to 20 members/day toward the end of June.
- Pool attendants have been positively received by members.
- Goff & Herrington, PC to handle FICA and tax filings for Pool/Tennis court gate attendants.

Administration report:

- Processed 10 home/title transfers certifications during June.
  - Obtained security camera bids from two vendors including United Security and SafeCo.
  - Collected HOA fees plus late fees on a home that was inadvertently deleted from POA for the past three years.
  - Purchased an all-in-one printer.
  - Received numerous inquiries from CCIA members regarding the use/access to the exit street onto Brentwood Drive. The City of Lufkin has been adding sewer lines for single family residential use. Jeff will further discuss with the developer the use and restrictions of the street, as well as any repairs needed to be done after the completion of construction.
5. Board discussed the offer by Cragg Todd to purchase CCIA's .055 acre property on Champions Drive which has a CAD appraised value of \$6,230. Mr. Todd is interesting in purchasing property to allowed direct access to Champions Drive from his current property.

**Action Item:** Robert motioned for Jeff to negotiate best deal for property with no less than appraised value and bring offer back to the Board for final approval. Gil seconded motion and motion passed unanimously.

6. The Board discussed the bids for security cameras as they ruminated about the report of a vehicle break-in which occurred on June 30. Board members reviewed the security company bids with the price of purchasing and mounting cameras at all entrances and pool costing \$29,000 + tax (United Security) and \$22,425 + tax (SafeCo). Jeff asked the Board to further discuss security issues and bids in an Executive Session.

III. OPEN DISCUSSION:

7. Homeowner and guest, Randy Smith inquired about the status of the pool repairs. Don explained that the Board has requested a structural engineer to fully examine pool facilities and report back to the Board with his recommendations. It was determined by the Board to do this after the summer swim season to allow members use of the pool. Regarding security cameras, Mr. Smith said he prefer security cameras at all entrances.

IV. EXECUTIVE SESSION:

8. At 7:40 pm, the Board went into Executive Session to discuss Centurion Security Incident report and camera security bids. The Board concluded Executive Session at 8:45 pm.

**Action Item:** Buford motioned to allow Jeff the latitude to decide which of the vendors' security camera systems would be the best value for our needs, and then to install them at the front entrance and pool area only as the first phase. Robert second motion. Motion carried with all members in favor.

**The next CCIA Board of Directors' meeting date is scheduled for Tuesday, September 11, 6:30 pm unless otherwise notified.**

Don adjourned the meeting at 8:50 pm.

Respectfully submitted,  
Terra Fidone, CCIA Secretary, Board of Directors