



**Minutes of the Board of Directors Meeting
May 17, 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 - John McCoy, Gil Masters, Buford Abeldt and Manager Jeff Portwood. Absent members included: Vice President Hunter Haglund, Ann Byrd, Robert Telford and Jim Cumbie. Guests included: Richard Kenley and Benjamin Miller.

QUORUM:

A quorum of the CCIA board members were present. President Langston called the meeting to order at 6:25 pm.

I. OLD BUSINESS:

1. Minutes from the April 10, 2018 meeting were presented for approval. Buford made a motion to approve and Gil seconded. Minutes were unanimously approved.

II. NEW BUSINESS:

2. President Langston welcomed guests to the CCIA Board meeting and noted they were free to speak during the open discussion segment of the agenda.
3. Jeff presented the new swimming pool policies and rules. Some of the more notable proposed items include:
 - Homeowners utilizing the pool will sign a release form which states all rules governing the pool's usage.
 - Homeowners will be issued a pool pass with a replacement charge of \$25.00 should it be lost.
 - A homeowner may have up to (4) guests. Grandchildren of the homeowner are also allowed to use the facility providing homeowner is present.
 - Tenants of rental property may have access to pool ONLY IF the property owner completes a Letter of Authorization in addition to the HOA release form. The property owner must return pool pass after tenant moves from the leased property.
 - Pool hours are 9 am – 8 pm, Tuesday – Sunday. Opening day is Memorial Day and the pool will close on Labor Day.
 - Gate Attendants will be on duty throughout the season.
 - Children under 12 must be accompanied by an adult.

Action Item: Buford made the motion to accept these new pool policies and rules. John seconded. Motion carried unanimously.

4. Jeff stated that all pool policies and rules will be posted to the website for homeowners' information. He also said that in the coming weeks he would send out an email blast to request homeowners to pick up their pool pass and to sign a release form.
5. A submitted letter recommending a Pool Advisory Committee was reviewed by the Board. The letter contained (6) homeowners names interested in assisting the board with pool improvements and perhaps replacement.

Action Item: Terra made the motion to table the committee proposal until a structural engineer is hired to assess and report back to the Board as to what necessary repairs need to be done to the pool and building. Buford seconded the motion. Motion carried.

6. Financials were presented as follows:

- SouthSide Bank – Operating Funds Balance as of 4/27/18 - \$240,388.67.

Action Item: Gil motioned to accept financials, Buford seconded. Motion passed.

MANAGER'S REPORT:

7. **Administrative report:**

Jeff reported the following on-going and completed tasks to the board:

- POA data base continues to grow with 53% of HOA email addresses inputted.
- Ordered security camera signage.
- Signed (6) month lease with KJTV. Current rent is \$350/mo. Plus \$40/mo. WiFi.
- Pool attendant job description and application completed. Interviewed (2) gate attendants.
- Prepared 13 lien documents to be filed in May.
- Request security camera bids.
- Pool signage is being updated and City Health Inspector is schedule for inspection May 9th.
- Removed pampas grass at College Drive entrance. Lawn Appeal will plant St. Augustine grass and crape myrtles.

III. **OPEN DISCUSSION:**

8. Homeowner and guest, Richard Kenley requested the Board consider allowing grandchildren of homeowners to access to the pool. The Board concurred and added suggestion to pool policies.

Benjamin Miller, homeowner and guest suggested the Board research electronic keyless opening pad for the pool in place of keys. The Board said they would consider it in the future.

The next CCIA Board of Directors' meeting date is scheduled for Tuesday, July 10, 6:30 pm at 5016 Champions Drive.

Don adjourned the meeting at 7:55 pm.

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

