



**Minutes of HOA Board Meeting via Conference Call
April 9, 2020**

The general CCIA Homeowners meeting was held via AT&T Teleconference, due to COVID-19 restrictions, on Thursday, April 9, 2020. The following Board members participated: President Hunter Haglund, Vice President Buford Abeldt, Cooper Castleberry, Veronica Luce, Scotty West, Nathan Gann and Manager Jeff Portwood. Absent Board member included: Secretary Terra Fidone, Jim Cumbie, and John McCoy.

President Haglund called the meeting to order at 1:45 pm and welcomed newly elected board members Veronica Luce and Cooper Castleberry.

Jeff Portwood explained the process and procedure for annual election of HOA Board Officers. Vice President Buford Abeldt made the motion that the current officers remain in place for 2020; Nathan Gann seconded the proposal. There was no discussion. A verbal unanimous vote was cast in favor of the current officers remaining in place for 2020. The 2020 Officers are as follows:

- Hunter Haglund, President
- Buford Abeldt, Vice President
- Terra Fidone, Secretary

Hunter Haglund asked if everyone had reviewed the minutes taken during the February Annual Meeting submitted by Secretary Terra Fidone attached in the March Manager's Report. There was no discussion or edit. Veronica Luce made the motion to accept the minutes as written; Buford Abeldt seconded the motion. The verbal vote was unanimous in favor; motion carried.

Manager's Report

FINANCIALS

Jeff presented the March Financial Summary:

SouthSide Bank Business Interest Checking – Operating Funds

Beginning Balance 1/1/2020	\$59,177.65
Checks & Debits	\$39,237.97
Deposits	\$9,210.70
Interest (.21%)	\$23.94
Ending Balance 3/31/2020	\$200,012.60

SouthSide Bank Money Market Account - Reserve Funds

Beginning Balance 1/1/2020	\$5,329.89
Debits	\$.00
Deposits	\$10,805.31
Interest (.08%)	\$.65
Ending Balance 2/31/2020	\$16,136.20

SouthSide Bank CD Account (6 months @ 1.58% Maturity Date 7/23/20) – Reserve Funds

Beginning Balance 1/31/2020	\$100,000.00
Interest Earned	\$512.07
Accrued Interest	\$.00
Ending Balance 3/31/2020	\$102,090.57

Hunter Haglund entertained a motion from participants to accept March Financial Report as presented. Scotty West made the motion to accept as presented; Buford Abeltd seconded the motion. The motion carried with a unanimous vote.

Jeff Portwood proposed the following changes to swimming pool:

- Proposed change to increase pool hours for the use and enjoyment of CCIA members.
 - Tues. – Thurs. 6:00AM–8:00PM (lap swimming only 6:00AM-9:00AM)
 - Fri. – Sun. 6:00AM–10:00PM (lap swimming only 6:00AM-9:00AM)
- Eliminate pool attendants
 - We will give this a try and regroup should it be necessary.

Both were discussed and agreed to by participants to move forward as proposed.

Jeff Portwood proposed to increase the single check signing authority from \$1,000 to \$2,000 per occurrence (except manager's settlement check) and increase the debit card monthly limit from \$500 to \$1,000.

It was decided that the single occurrence check writing authority would remain at \$1,000. Any single invoice/check greater than \$1,000 would still require approval by officer but could be authorized by texting or emailing a copy of the check and invoice for review/approval, as practiced during COVID-19 restrictions. Once approved, manager can sign check for distribution. It was agreed by participants that the monthly debit card limit would be increased to \$2,000. This increase will help facilitate monthly and annual electronic debits and online purchases.

Jeff Portwood informed the participants about the new windscreen for tennis courts and restroom entry door.

Jeff Portwood informed the participants about the completed repairs made to the main entrance brick column.

Jeff Portwood informed the participants about the trash container initiative. It was agreed by participants to continue this effort.

Hunter adjourned the meeting at 3:00 pm.

Respectfully submitted,

Jeff Portwood, CCIA Manager