

**COMANCHE CLIFFS –HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

DATE: September 29, 2009

PLACE: C.I.A. Services Offices, 465 Bear Springs Road, Pipe Creek, TX

ATTENDING: Marianne Van Wagner-Jones, President
Bert Grote, Vice President
Carrie Scott, Treasurer
Keith Eddingston was not present due to having surgery at the time of the meeting. Deanna Bruce Assistant Secretary was asked to take the minutes.
Joe Waddell, Board Member
James Scott, Rita Recker, Barbara Kelly, Rob & Diane Platt, Deborah Nicholson, Henry Salvatierra, Marlin Kedrowski, and Greg Bruce - Guests

The meeting was called to order at 7:05 p.m. by President Marianne Van Wagner-Jones.

AGENDA

Message from the President: The community members have had a hard year with tragic events happening to our neighbors. Keith Eddingston broke his leg. Carolyn Fishnar had surgery. Peggy Rifleman lost her son. Deborah Grote lost her mother. Our sympathy's are with these people. Should anything happen to a member of the community please bring it to the attention of the board so we can let other's know what is going on here.

Confirm Email Approval of minutes of record – Motion to approve – Motion approved unanimously

Treasurer's Report – Read and passed. Never motioned to approve.

Open Forum – comments about port a potty – removed within the week. A member of the community suggested guest speakers to help the community to increase attendance at the meetings. It was mentioned the lower park where some asphalt repair was made may need more work. Another member was concerned about any recent burglaries. One was explained and the culprits caught and that we do have a neighborhood watch for any unfamiliar people or vehicles.

OLD BUSINESS – Confirm appointment of officers. Marianne Van Wagner as President, Bert Grote as Vice President, Carrie Scott as Treasurer, Keith Eddingston as Secretary, and Joe Waddell as Member at Large. Motion made and approved.

- Deanna Bruce as assistant Secretary
- Peggy Rifleman declined the position of Assistant Treasurer
- Rita Recker accepted the position of Assistant Treasurer

- Marianne will bring everything before the board and delegate responsibilities. She will also post items to the website after they are approved by the Board.
- Delinquent dues are mandatory to collect. Need an updated demand letter. We have a example to follow through CIA Services. Would like to see something by Monday the 5th of Oct. Carrie Scott wants to make phone calls to see if there is some help we can be to collect outstanding dues. Bert Grote wants a more serious effort made to collect dues. He also believes the board has been patient enough. There is a concern about calls leading to harassment. What is decided needs to have a follow through. Board to vote on demand letter.
- We need a budget at the end of the year for next year.
- Covenants Complaints – Will enforce according to By Laws. Bert to compose letters of non-compliance.
- CCHOA Insurance – Information to decline. Terrorism on policy, asbestos endorsement, fiduciary bond (not enough money to worry about it, min is \$10,000.00).
- ATM Cards – have all been collected. Motion made to destroy them. Motion Approved.
- Marianne stated that she believes that no Board member should write/sign a check to themselves, therefore a reimbursement check for election expenses would be signed by another board member.

NEW BUSINESS

- Committee Appointments – Architectural Committee - James Scott as Chair Person and Joe Waddell. They will select another 1-3 members to add to the committee. Will be approved by the board. Motion to accept. Motion approved.
- Management Certificate – Marianne and Joe to work on this.
- Park Rules – North Park has no sign and lower park sign says midnight. CCHOA needs clear rules and posted times and updated phone number. Assess rules for parks. Perhaps close parks at 10 pm unless a community member has an event. The surroundings of the park would need to be secured. A liability sign for north park with summer and winter hours posted. Joe Waddell to research the decency hours of Bandera County.
- Remove Port a Potty – Motion to remove. Motion approved

NEXT MEETING DATE

- October 27th, 2009 7 pm at CIA Services Board Room – Changed to Nov. 3, 2009

ADJOURN

With no further business, Marianne motioned to adjourn. Joe Waddell seconded.
Adjourned 8:10 p.m.

Prepared by: Deanna Bruce and Carrie Scott
Assistant Secretary and Treasurer

Approved at the November 3, 2009, meeting of the Board of Directors.

Approved by: _____
Carrie Scott
Treasurer

cc: CCHOA Board Members
CCHOA Meeting Minutes file
CCHOA Website