

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

**DATE:** July 9, 2009  
**PLACE:** Comanche Cliffs Lower Park

**ATTENDING:** Joe Waddell, President  
Bert Grote, Vice President  
Denise Jeffreys, Treasurer  
Marianne Van Wagner-Jones, Member at Large

The meeting was called to order at 7:05 p.m. by President Joe Waddell

**AGENDA**

Message from President  
Approve minutes from 04/30/09 board meeting  
Read and approve minutes from 06/30/09 board meeting  
Treasurer's Report  
Nominations Committee Report  
Open forum for residents  
Old business  
New business

**MESSAGE FROM THE PRESIDENT**

President Joe Waddell announced his resignation as President and asked the board to appoint Marianne Van Wagner-Jones as President. Joe stated that he believed that the community would be better served by Marianne as President because of her experience and abilities (Marianne owns her own management company and works with non profit corporations and was also president of a home owner's association in San Antonio). Joe would stay on the board as Member at Large. Motion was approved.

Marianne took over presiding of the meeting.

**MINUTES**

Minutes from the 4/30/2009 board meeting was approved as they were read.  
Minutes from the 6/30/2009 board meeting. Tabled (not available).

**TREASURER REPORT**

Denise Jeffreys, gave a brief report and provided copies of bank statements for the Board members to review. A copy was passed to property owners present at the meeting. A more complete report will be provided in the future. Denise is working with Ralph Troiano in preparing reports.

**NOMINATION REPORT**

Carrie Scott reported the committee was just getting started and had a few nominations but needed more.

**OPEN FORUM**

A suggestion was made to have a sign up sheet for the open forum to follow the time limit. Election and proxies were discussed. A resident wants dates for process and procedures on the election. The answer was all will be clearly

communicated. A question was asked concerning old proxies being valid. The proxy will be used for one purpose only. Any new business concerning a proxy will be re-issued for any vote of the members.

#### **OLD BUSINESS**

- President, Marianne Van Wagner-Jones read a follow up letter to the attorney which was approved and mailed July 10, 2009.
- Member at Large, Joe Waddell provided an update regarding the second bulletin board. Lupe Barrera has granted permission to place the bulletin board on his property. The Board approved \$100.00 for supplies for the project.

#### **NEW BUSINESS**

- The date for the election is set for August 15, 2009 10:00 a.m., at the C.I.A. Services Management Office. The deadline for submitting nominations for the ballot will be July 21, 2009.
- A By Law amendment was provided by Ralph Troiano and its language. A ballot format was also provided and reviewed by the Board. Motion Approved
- The CCHOA Mail box is broken and will be removed. Mail should be sent to CCHOA, PO Box 2293, Bandera, TX 78003. Motion Approved. Discussion on providing a drop/suggestion box that is locked. Board decided against installing drop box at this time.
- A letter was received by a property owner expressing concerns over the CCHOA tax return as well as actions of the current and past boards. President Marianne Van Wagner-Jones stated to the Board that any community member taking the time to express their concerns in writing should be acknowledged and their comments seriously reviewed by the Board. A letter was sent to the property owner by President Marianne on July 10, 2009.
- Writing checks. One or two signatures. Anything spent over a limit such as \$700.00. Should have two signatures. Not needed for reoccurring bills. This was tabled for now.
- A discussion was held on insurance for the Board of Directors. Motion to get quotes. Approved
- Management & Operational Review Final to be issued July 13, 2009
- Workshop for the community to have an open forum to ask questions August 1<sup>st</sup>, 2009.
- CIA's recommendations would be followed up on after the annual meeting by the new Board.
- Dues notices need to be sent out with mailing of the information about the report and election.
- Deadline for the Candidate's Bio is July 21<sup>st</sup>, 2009.

#### **ADJOURN**

With no further business, President Marianne Van Wagner-Jones made a motion to adjourn the meeting and it was seconded by Member at Large Joe Waddell. The meeting adjourned at 8:00 p.m.

Prepared by: \_\_\_\_\_  
Carrie Scott  
Secretary

Approved by all Board Members via email on 9/2/09.

Approved by: \_\_\_\_\_  
Carrie Scott  
Secretary

cc: CCHOA Board Members, CCHOA Meeting Minutes file, CCHOA Website