

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

**DATE:** November 10, 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 present by conference call for a portion of the meeting.  
Joe Waddell, Member at Large

The meeting was called to order at 7:15 p.m. by President Marianne Van Wagner-Jones.

**AGENDA**

**Budget Issues** – Motion to change bank statement date to the 1<sup>st</sup> of the month instead of the 15<sup>th</sup>. This will help simplify the bookkeeping and monthly reports. Motion to approve – Motion approved unanimously.

**Treasurer’s Report** – was simplified on a cash basis instead of accrual basis which reports monthly expenses and income. October report attached.

**Waste Management** – Contract was re-negotiated and lowered to better suit the CCHOA’s finances. The dumpsters will be increased in size to 8 yards (previously 6 yards) and have one pickup per week (Tuesday) with a locked in price for two years. Motion to approve – Approved

(Note: The dumpster service had increased its prices significantly over the past couple of years and to maintain the current contract and service would have cost each home owner \$130 per year instead of the current \$72. The change in service and renegotiated contract allows us to keep the current garbage fee assessment at \$72 for the next two years.)

**Increase in Assessments** – Need to increase the assessments \$12.00 more a year for two years to cover expenses and to build reserves. Motion was made to approve the increased proposal on assessments. Motion approved.

**Floods** – Concern was expressed over the lack of cash reserves to repair park damage in the event of another flood. Recommendation was made to apply for FEMA Grants if needed.

**Board of Director Changes** – Marianne asked the Board to consider changing the positions on the Board to take advantage of the individual talents of the Board and also to equalize the work load. Discussion was held and a motion was made to appoint Marianne as President, Bert Grote as Treasurer, Joe Waddell as Vice President, Carrie Scott as Secretary, Keith Eddingston as

Member at Large. Motion was approved by Carrie, Joe, Bert and Marianne. (Keith was in attendance for the first part of the meeting by phone but had left the meeting prior to this discussion. Several attempts to reconnect were unsuccessful.).

Recommendation was made that all members be on the signature card at the bank.

**NEXT MEETING DATE**

- December 8, 2009, 7:00 p.m. at C.I.A. Services Offices

Prepared by: Carrie Scott  
Secretary

Approved at the 12/8/09 meeting of the Board of Directors.

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

cc: CCHOA Board Members  
CCHOA Meeting Minutes file  
CCHOA Website

## OCTOBER 2009 Treasurer's Report

<b>BALANCE as of 9-15-09</b>	<b>\$5,370.62</b>
<b>INCOME</b>	
Assessments/Garbage Fees	\$492.50
Promissory Note - Waddell (attorney's fees)	\$600.00
<b>TOTAL INCOME</b>	<b>\$1,092.50</b>
<b>EXPENDITURES</b>	
Waste Management	\$563.81
Willis HRH Insurance	\$270.19
Indian Creek Internet Service	\$25.00
Refunds (overpayment of attorney's fees)	\$200.00
Reimbursement VanWagner run-off election (copies, postage, envelopes, etc.)	\$267.28
<b>TOTAL EXPENSES</b>	<b>\$1,326.28</b>
<b>BALANCE as of 10-14-09</b>	<b>\$5,136.84</b>