

COWELL HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
**August 27, 2015**

**MINUTES**

**Present:** M. Weinmann; S. Cardoza; M. Buchanan; D. Glover; T. Wright; R. Ellenson; T. Peterson

**Also Present:** P. Magee and A. Steinberg, Collins Management

1. **EXECUTIVE SESSION** at 6:46 PM. In this Executive Session, the Board considered a request from a homeowner for an extension to repair his home, held a disciplinary Hearing for another homeowner and voted to record a Notice of Default for non-payment of assessments.
2. **CALL TO ORDER** at 7:12 pm, following Executive Session.
3. **OPEN FORUM:** Five homeowners were in attendance. A Homeowner on N. Red Maple requested that Cowell's security guards be not armed, reporting that Crystal Ranch, which uses the same security company, would also like to have them unarmed. He asked how the decision was made to arm them.
4. **APPROVAL OF MINUTES**
  - It was moved and seconded (D. Glover, T. Wright) to accept the Regular Meeting Minutes of July 23, 2015, with corrections. Motion carried. T. Peterson abstained.
  - It was moved and seconded (D. Glover/R. Ellenson) to accept the Executive session Minutes of July 23, 2015. Motion carried. T. Peterson abstained.
5. **WCST Liaison**
  - Fall Clinic Update: The WCST Director with review the coach's contract to confirm that the coach is an employee of WCST and is paid by WCST to run the swim clinics. The WCST Director will check with the coach to see if a lane could be reserved for Resident lap use during the clinic.
  - The Board reviewed the WCST meeting Minutes of July 14, 2015 and made requests for format changes on future Minutes.
  - It was moved and seconded (D. Glover/M. Buchanan) to invoice WCST \$2,500 for 2015 pool usage, \$2,555 for non-resident fees and \$611.75 for dumpster usage. Motion carried. T. Peterson abstained.
  - It was moved and seconded (D. Glover/S.Cardoza) to approve the 2016 WCST Committee as follows:
    - Matt McCloskey: Director
    - Matt Dobbs: Director-Elect
    - Tony Washmera: Meet Director
    - Eric Oberbruner: Meet Director-Elect
    - Meredith Fruchtenicht: Secretary
    - Jackie Byrd: Treasurer
    - Robyn Lewis: Fundraiser
    - Tess Wendler: Booster
    - Erin James: Booster
    - Alyse Lustig: ITMotion carried. T. Peterson abstained.
6. **CLUBHOUSE AND TENNIS REPORTS**
  - **Clubhouse Supervisor Andy Steinberg** reported that he needs volunteers to help with the upcoming BBQ. The lounge speakers are not working right. The Board instructed the Manager to get a second vendor in to check the system. Mr. Steinberg asked if the Board would want to re-visit the accordion doors proposals. The Board requested additional information, such as how many times would it be used. The Board asked Management to

look into the cost of installing a removable rail in the middle of the stairway to the game room.

- **Tennis Coach Thor Schreck** reported that there are four USTA teams playing this Fall. A Homeowner asked that the Board consider purchasing a ball machine for the tennis courts. Coach Shreck will research costs and provide a proposal.
- **Table Shuffleboard Approval.** It was moved and seconded (S. Cardoza/D. Glover) to purchase a 12 foot Woodbridge Espresso shuffleboard table for \$1,050 plus tax. 3-3 with 1 abstention. Motion did not carry. Motion carried on a Re-vote. T. Wright, M. Buchanan and M. Weinmann opposed.
- **Add Speakers to Lounge Proposal.** Tabled
- **Connect TV to Lounge Speakers proposal.** Tabled

## 7. TREASURER'S REPORT

- **Treasurer's Report.** Treasurer T.Wright reported that the July Financials are in order.
- **New Debit Card Account.** Management informed the Board that the debit card account has been tied to the Operating account instead of the petty cash account and will be corrected.
- **Delinquency Report.** The Board reviewed the Delinquency Report.
- **2016 Budget Draft.** The Board will meet for budget workshops on September 10 and 15. Management will post agendas.
- **2016 Reserve Study Draft.** The Board will review the Reserve Study draft in the Budget workshops.

## 8. BUSINESS

- **Re-key Tennis Courts.** Tabled.
- **Collection Policy Revision Approval.** Tabled. Management will send a copy with corrections accepted to the Board for review.
- **Clubhouse Water Heater Replacement Approval.** It was moved and seconded (T. Wright/D. Glover) to approve the proposal from Water Heater Masters to replace the 100 gallon water heater in the Clubhouse with a 75 gallon Bradford White unit for \$2,300. Motion carried. T. Peterson abstained.
- **Appoint Inspectors of Election.** It was moved and seconded (D. Glover/M. Buchanan) to appoint Pat Magee, George Fulmore and Bill Agnew, subject to Bill agreeing to serve, as Inspectors of Election for the 2015 Board election. Motion carried.
- **Handyman Approval.** Tabled.
- **Tennis Lights and Poles Replacement Approval.** It was moved and seconded (D. Glover/T. Wright) to approve the replacement of the tennis court light poles and fixtures by Hein Electric for \$60,772.80. Motion carried. S. Cardoza and T. Peterson abstained.

## 9. COMMITTEE REPORTS

- **Architectural Committee.** The Architectural Committee met on August 12 and provided the Hearing list for the Board to review and approve. It was noted that there is a big red tent in back of the fence on a home on Juneberry.
- **Landscape Committee.** The Committee has a walk of the property scheduled for August 29 with landscaper Tom Sweeney to identify areas needing improvement. The Committee's regular meeting is September 2.
- **Communications Committee.** The Communications Committee is developing a survey to send to all Homeowners and is finalizing the RFP for website design.
- **Rules Committee.**
  - It was moved and seconded (D. Glover/T. Wright) to approve Homeowner Eileen Ko as a member of the Rules Committee. Motion carried. T. Peterson abstained.
  - Approval of the revised Facilities and Clubhouse sections of the Rules was tabled.

## 10. PRESIDENT'S REPORT

- President M. Weinmann noted that he will be out of town for the September 24 Board meeting. He recommended changing the date of the reconvened Annual Meeting from October 22 to either October 8 or 15, which would give the new Board time to review the Board packet before the Board meeting on October 22. Armed Security Guards - Mr. Weinmann asked if we want to ask them to disarm. He instructed Management to contact Crystal Ranch, as they also use GSG Security and are considering asking them to disarm.

**DIRECTOR COMMENTS**

- S. Cardoza - None.
- T. Wright - None.
- M. Buchanan - Traffic issues - We should form a new Committee to work with traffic-related issues and ask for volunteers in the Signal.
- D. Glover - None.
- R. Ellenson - None.
- T. Peterson - Requested that Board members redline any changes made to documents included in the Board packets so that the changes can easily be seen. He asked Directors to please review Rule change revisions prior to the meeting and request changes in time so that they can be included in the Board packet.

**11. INFORMATIONAL**

- **PreSchool Bathroom Project.** Complete, except for the new mirrors.
- **Property Line Determinations.** Management noted that a Homeowner would like to replace the HOA chain and metal post fence on the side of his property but is unsure of the property line. He will do further research.
- **Gate Survey Results.** About 50 Homeowners responded and all but 2 opposed the installation of gates at the east and West entrances. The issue is dead.
- **New Lease.** 4392 N. Marsh Elder Ct.
- **Task List.** In the packet.

**12. ADJOURNMENT.** It was moved and seconded (D. Glover/R. Ellenson) to adjourn to Executive Session at 10:40 PM. Motion carried. T. Peterson abstained. In this Executive Session, the Board voted to suspend Privileges for a Homeowner for Rules infractions, assessed Fines for unresolved violations, discussed the contractual relationship with the Swim Team and voted on a personnel issue.

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**BOARD CERTIFICATION**

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I, Salinda Cardoza Secretary  
 Director's Name Office Held

of the Cowell Homeowners' Association do hereby certify that the foregoing is a true and correct copy of the Minutes of the Cowell Homeowners' Association Board of Directors Meeting held on August 27, 2015 as approved by the attending directors.

  
 Signature

10/27/15  
 Date