

MINUTES OF THE CRYSTAL COVE RESORT HOA
BOARD OF DIRECTORS MEETING
TUESDAY, MAY 3rd, 2016

The Board of Directors of the Crystal Cove Resort Homeowners Association held their Board Meeting on Tuesday, May 3rd, 2016 at the Crystal Cove clubhouse.

Present were Board members, Dona Bluteau, Raissa Magalhaes and Isaiah Williams. Also present was Martyn Thorley, LCAM of Association Solutions and a number of homeowners.

Call to Order

A quorum being present, the meeting was called to order at 6:25 p.m.

Election of Officers

The three Board members held a short discussion and agreed the following positions for the next year:

President: Isaiah Williams
Vice President: Raissa Magalhaes
Secretary/Treasurer: Dona Bluteau

Review and Approval of Minutes

The minutes of the January 7th, 2016 Board meeting were read. Motion was made by Raissa Magalhaes and seconded by Dona Bluteau and the minutes were unanimously approved for the January 2016 meeting.

Financial/Management Reports

Martyn Thorley reviewed the March 2016 Financials and Management Reports on a line by line basis with the Board. Upon motion duly made by Dona Bluteau and seconded by Raissa Magalhaes, the March 2016 Financial Statements were unanimously approved.

Old Business

Games room equipment: Martyn confirmed that the 2 new pool cues, a cue holder and foosballs had been purchased.

Shelter: Martyn said that having investigated the requirements for a possible shelter outside the entrance, following consultation with the Board, the cost to do this had proved too high and the Board decided the project would not be undertaken at this time.

Security company contract: The Board discussed the question of whether or not to continue with the provision of a part time security guard service in the community. Dona said that she had seen the guard sitting in his car on a couple of occasions and was not sure if the existing company should be given a new contract. Isaiah said that he was in favor of discontinuing the service totally to save money to help reduce the monthly dues. Following a vote, Raissa and Dona voted for

continuing with offering a security service and Isaiah voted against. On a majority of 2-1 it was decided to continue with the service. Dona asked that at least one of the nights that the company worked must be on a Friday, Saturday or Sunday.

New Business

Towing company: Martyn said that a new towing company had been appointed. They are Scotts Towing and this was done as the old company had stopped visiting the community and was not answering any emails.

Yard Sale: Martyn reminded those owners present that the date for the yard sale was May 14th.

Signs: Dona asked if we had a sign prohibiting food from being taken in to the pool area. Martyn said that there was, but when a homeowner inspected it to check, it was badly faded. Dona asked Martyn to order a new sign.

Clubhouse Lighting: Dona said that on a few nights she had noticed that although no one was in the clubhouse after 10pm the lights were still on. She asked Martyn to arrange for some kind of auto-shut off or timer device to be installed.

Gate code Box: Dona and Raisa said that sometimes there was a delay when inputting the code into the box before the gates opened and one gate seemed slower to open than the other. Martyn said he would ask the gate company to inspect and rectify the problem.

Community Day: Isaiah asked if it would be possible to hold meetings with renters as well as owners. Martyn said that the Homeowners Association would not be involved in meeting with renters, but suggested that possibly the community could hold an appreciation day or community day to which renters as well as owners could be invited. This is something that any of the Board members could organize and the HOA management would provide whatever help was required.

Pool Heating: Martyn said that someone other than the pool guy had turned on the heaters in March. In order to reduce the cost of providing pool heat in the clubhouse pool Isaiah asked if Martyn could look in to the possibility of having solar heating. Martyn said that he was not sure that this would be viable but would investigate it. Dona asked Martyn to arrange for a combination lock to be fitted on the pool equipment area.

Open Forum:

A homeowner asked if the HOA could email all owners to see if they would wish to volunteer to help with a trash patrol as she and a neighbor had already started doing this to help keep the community looking clean and tidy. The Board agreed that this was a good idea and asked Martyn to send out an email.

A homeowner said that the visitor leaflets provided at the entrance seemed to be helping visitors understand the rules of the community, but said that some of the Portuguese speaking guests could not understand the English or Spanish version. Martyn said that if she could let him have a Portuguese translation, he would send this out to all owners for any possible Portuguese speaking guests to read and he would provide her with some spare copies.

A homeowner asked if, where a home had a property manager, the HOA has the property manager's information. Martyn said that the HOA had some manager's information, but relied on homeowners to supply this and keep it up to date. He said that he would ask owners to supply details of their property manager if they had not already done so.

Date of Next Meeting

The date for the next meeting is Tuesday, September 20th, 2016 commencing at 6:15 p.m. This will be the Budget Board meeting and will be held in the Crystal Cove clubhouse.

Adjournment

There being no further business to discuss, Dona Bluteau motioned to adjourn and this was seconded by Raisa Magalhaes. The meeting was adjourned at 8:18 p.m.
