

**Crail Creek Club Condominiums**  
**Board Meeting November 11, 2019**

Meeting Minutes

**Call to order**

Bill Pinna called the meeting to order at 11:05 am.

**Attendance**

Board members present included Bill Pinna (via phone), Tom O'Connor (via phone), Ann Scheder-Bieschin, Paul Atkins, and Bryan Dige (via phone). Also present were Scott Hammond, Ryan Welch and Seanna Farrow of Hammond Property Management.

**Board Terms and Positions**

The following board positions were assigned for one year (August 2019-July 2020) until reelected at the next annual meeting:

- President: Bill Pinna
- Vice President: Paul Atkins
- Secretary: Ann Scheder-Bieschin
- Treasurer: Tom O'Connor
- Member at large: Bryan Dige

The group will further discuss the possibility of staggering board terms when approaching their review of the current governing documents.

**Enforcement of fines**

Due to ongoing concerns at a specific unit on campus, the board discussed at length how to find a solution to the reported issues (mainly pet waste). Ann motioned to incorporate the proposed fine structure, as modified during discussion, to the Crail Creek Club Rules and Regulations for final board review and approval via email. The updated version of the Rules and Regulations will be distributed, along with a letter of explanation from the board, to the membership after board and legal review. Warnings and fines will begin January 1, 2020 as problems arise. Paul seconded the motion; all were in favor and the motion carried. Paul seconded the motion and all were in favor.

**Review of Governing Documents**

With Mindy Cummings no longer the direct contact for the association's legal needs, Bill recommended a few others to consider contacting. Scott and Ann will work together to contact an attorney to discuss the governing documents review process.

**Voting Process at Annual Meetings**

The group discussed and cleared up the confusion of the voting process that took place at the 2019 annual meeting. It was clarified that board members are able to vote over the phone, while the general ownership is not.

**Update regarding Forthright Contracting**

Scott informed the group that there was a leak on the building reroofed this fall. The leak was due to a missing roof diverter and was repaired immediately by Forthright Contracting at no cost to the association. The group plans to address negotiations for the next construction work scheduled for 2020 with Forthright Contracting.

**Adjourn**

Bill motioned to adjourn the meeting at 12:46 pm. The next meeting was scheduled for Tues, Mar 3 at 10 am.