

CARDINAL CREST HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
JANUARY 23, 2008

APPROVED

BOARD MEMBERS PRESENT

Robert Gudz	President
Jimmy Wyrick	Vice President
Ken Eggers	Secretary
George Vaughn	Treasurer
Scott Miller	Member at Large

OTHER ATTENDEES

Tom Mazzei	President and CEO, Cardinal Management Group, Inc.
Victoria Garner	Community Manager, Cardinal Management Group, Inc.
Meghan Watkins	Recording Secretary

**I. CALL TO ORDER/VERIFICATION OF QUORUM**

Rob Gudz noted the presence of a quorum and called the meeting to order at 7:35 p.m.

Tom Mazzei was present to introduce Victoria Garner, who will replace Sherri Long as community manager. Mr. Mazzei recommended monthly meetings in February and March.

**II. APPROVAL OF MINUTES**

**Scott Miller made and Ken Eggers seconded a motion to approve the October 24, 2007 Organizational Meeting Minutes and the motion carried unanimously.**

**Jimmy Wyrick made and Scott Miller seconded a motion to approve as edited, the November 29, 2007 Organizational Meeting Minutes and the motion carried unanimously.**

**III. COMMUNITY OPEN FORUM**

No homeowners present.

**IV. OFFICERS REPORTS**

President – Rob Gudz asked for clarification on what takes place during Management’s site visits. Mr. Mazzei explained that the once a week visit includes a variety of inspections such as, checking common areas, ensuring compliance and owner requests. Rob Gudz interested in determining if ARB restrictions are reasonable.

Vice President – No Report

Treasurer – No Report

Secretary – No Report

Member at large – No Report

**V. COMMITTEE REPORTS**

**ARB** – Rob Gudz asked volunteers to serve on the ARB committee, the current members are Rob Gudz, Ken Eggers and George Vaughn. Jimmy Wyrick volunteered and was appointed to the ARB committee. ARB disposition will be directed to Management.

**Special Events** – The board agreed to hold a yard sale and an ice cream social for National Night Out. George Vaughn will contact individuals interested in coordinating a 5k run.

**Newsletter** – Rob Gudz will contact Ellen Butler to establish quarterly issues. Next month the board will discuss articles to include in the newsletter, which are to be submitted 3/08.

Welcome Committee – No Report  
Neighborhood Watch – No Report  
Web Master – No Report

**VI. MANAGEMENT REPORT**

Mr. Mazzei reviewed the financial statement/general ledgers for the period ending December 2007 with the board. Rob Gudz asked about options for collecting unpaid assessments. Mr. Mazzei offered several options including referring collection accounts to a smaller specialized firm.

Management presented for board signature the “representation letter” from the Associations auditing firm, Goldklang Cavanaugh & Association.

Management presented CAU’s proposed increased coverage. George Vaughn made and Jimmy Wyrick seconded a motion to decline the proposed increased coverage and the motion passed unanimously.

The board reviewed the violations tracking log and requested the log be corrected so that only active items are visible.

**VII. UNFINISHED BUSINESS**

The reserve study should be finalized in a week and a report sent to Management. Management will include the report in the next board packet.

**VIII. NEW BUSINESS**

The board discussed goals for 2008; including community night out in spring, a safety awareness day, capital improvement and reviewing ARB rules.

**IX. EXECUTIVE SESSION**

**Rob Gudz made George Vaughn seconded a motion to enter into executive session at 8:45 to discuss owner accounts. The motion passed unanimously.**

**Rob Gudz made and Scott Miller seconded a motion to exit executive session and reconvene open session at 9:04 p.m. The motion passed unanimously.**

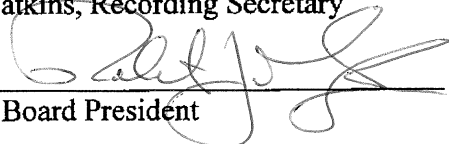
**Ken Eggers made and Jimmy Wyrick seconded a motion to accept Chadwick Washington’s recommendation on account 0529 and to write off as bad debit account 0541 and 0532. The motion passed unanimously.**

**X. ADJOURNMENT**

**Scott Miller made and Ken Eggers seconded a motion to adjourn the meeting at 9:05 p.m., and the motion passed unanimously.**

Respectfully submitted,

  
Meghan Watkins, Recording Secretary

Approved   
Board President

Date 2/27/08