

PLUM CREEK NORTH MASTER HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING MINUTES

September 13, 2018

4 p.m. via Conference Call

I. CALL TO ORDER

The September meeting of the Board of Directors for the Plum Creek North Master Homeowners Association, Inc. was held at 4:00 p.m., via conference call. The meeting was called to order at 4:07 p.m. by David Littler – President. Board Members present; David Littler, President and Frank Gappa, Secretary/Treasurer. Representing management: Kim Maguire, CMCA with Premier Property Management, LLC.

II. RESIGNATION

Monte Tucker submitted his resignation from the Board on November 10, 2017. The Board will find someone to appoint to serve out his term until 2019.

III. APPROVAL OF MINUTES

- a. Mr. Littler motioned to approve the minutes dated October 25, 2017. Motion was seconded and passed unanimously.

IV. FINANCIAL STATEMENTS

- a. Ms. Maguire presented the August 2018 financial statements. To include the bank statements, payables, monthly and year to date income statement, AR Aging Summary and bank reconciliations/summary details. Mr. Gappa motioned to accept the financial statements as presented. Motion was seconded and passed unanimously.
- b. Mr. Gappa motioned to approve the payables as presented. Motion was seconded and passed unanimously.
- c. A/R Aging summary – no delinquencies.

V. OLD BUSINESS

There was no Old Business to discuss.

VI. NEW BUSINESS

- a. Mr. Gappa motioned to approve the Emerald Isle snow removal contract. Motion was seconded and passed unanimously.
- b. The landscape easement agreement was enclosed for the Board's review. The easement agreement was signed for the Emerald Drive and Plum Creek Parkway corner and recorded in January 2000.
- c. Ms. Maguire presented the 2019 Budget. The dues will remain the same with no increase at \$3.00 per house, per month.

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- d. Mr. Gappa motioned to transfer \$15,000.00 from the operating checking to the reserve savings account. Ms. Maguire will initiate the transfer on September 14, 2018.
- e. The Annual and Budget Ratification Meeting will be held at 6 p.m. on October 22, 2018 at the Philip Miller Library. Castle Rock Bank Room East.

VII. ADJOURNMENT

Mr. Gappa made a motion to adjourn the meeting at 4:26 p.m. Motion was seconded and passed unanimously.

Respectfully submitted,

s/Kim Maguire

Kim Maguire, CMCA®

Community Association Manager

Board Member Terms

Dave Littler – Term 2018

Frank Gappa – Term 2018

Vacant – Term 2019