

# **Crown Valley Highlands Community Association**

Minutes for the meeting conducted on

**October 13, 2015**

## **Board Members Present**

Derek Powell, Chris Archuleta, Robin Matlock and Woody Clements.

## **Annual Election**

It was noted there was not a quorum of owners present for the annual election and the meeting was adjourned to November 2015.

## **Call to Order**

The monthly meeting was called to order at 7:05 PM.

## **Homeowner Discussion**

The Board reviewed a letter from the owner of 23512 Calverton. It was noted the content of the letter was not an association issue to address.

It was suggested the association provide a list of pre-approved plants that may be used by owners in the community.

## **Minutes & Financial Report**

A motion was made by Mr. Clements, 2<sup>nd</sup> by Mrs. Matlock to approve the September 2015 meeting minutes as submitted. All in favor, motion carried.

A motion was made by Mr. Clements, 2<sup>nd</sup> by Mr. Archuleta to approve the September 2015 financial statements as submitted. All in favor, motion carried.

## **Committee Reports**

### **Architectural Committee**

It was noted the monthly inspection had been completed prior to tonight's Board meeting.

### **Facilities Committee**

It was noted that Alan Smith had completed the installation of the iron fencing about the pool area access gate.

### **Communications Committee**

No report.

### **Landscape Committee**

Ms. Matlock updated the Board on the efforts of the Landscape Committee.

The Board reviewed the monthly report from the Soto Company.

It was noted the tree trimming bid from Harvest Landscape was approved and would be performed in November 2015.

**Management Report**

The manager updated the Board on the accounts receivable. A motion was made by Mr. Clements, 2<sup>nd</sup> by Mrs. Matlock to lien CVH-044 for non-payment of assessments and to charge-off CVH-419-02 as a non-collectable account. All in favor, motion carried.

The Board reviewed the October 2015 Calendar.

**Old Business**

None.

**New Business**

None.

**Adjournment**

There being no further business before the Board, the meeting was adjourned into closed session at 7:30 PM.

Submitted by:

Jack L. Williams  
Acting Secretary