

Canyon Creek Homeowners Association
Board of Directors General Session Meeting Minutes
December 6, 2004

CALL TO ORDER

Upon due notice given and received President Shelley Armstrong announced that a quorum was present and called the meeting to order at 7:10 pm at 9 Tamizar, Irvine, California.

ATTENDANCE

Present:

Shelley Armstrong, President
Dianne O'Keefe, Vice President
Gary Brenkman, Treasurer
Larry Kroll, Secretary
Phil Lisle, Director

Loraine Grove, CCAM Total Property Management

Absent:

None

HOMEOWNER OPEN FORUM

No owners were present other than Board members.

COMMITTEES

Architectural

Management provided the Board with a list of applications reviewed since the last meeting.

Entrance Upgrade

Entrance Sign for Posting Notices – Shelley Armstrong

Shelley Armstrong announced that the Committee is still working on this item. A status report will be provided at the next Board meeting.

Social

It was noted that the next event will be an Easter Egg hunt.

TREASURER'S REPORT

October 2004 Financial Statement & Outstanding Aging Report

A motion was made, seconded and carried unanimously to accept the October financial statement and outstanding aging report subject to audit at the fiscal year end by the CPA.

CONSENT CALENDAR

A motion was made, seconded and carried unanimously to approve the Consent Calendar, which consisted of the following:

- October 25, 2004 General Session Meeting Minutes
- October 25, 2004 Executive Session Meeting Minutes
- Ratify October 25, 2004 Executive Session Discussions
 1. An amount not to exceed \$800.00 for Christmas Lights to be installed by My Christmas Lights

2. \$1,795 for roof repairs to the pool restroom roof by Fontaine & Associates to be funded from the roof reserves
3. \$845.00 for tax preparation and audit for the fiscal year ended December 31, 2004 by Schonwit & Associates

DISCUSSION ITEMS

Purchase of Open House Signs

A motion was made, seconded and carried to approve the purchase of twelve (12) "Open House" signs not to exceed \$320.00.

Opposed: Larry Kroll

Final Approval of Membership Handbook Wording

A motion was made, seconded and carried unanimously to table the final review until after the Annual Election.

Mission Statement & Code of Ethics

A motion was made, seconded and carried unanimously to table to revise the proposed verbiage but approving the concept. Shelley Armstrong and Gary Brenkman agreed to work on revising the wording.

New Meeting Date

The next scheduled Board meeting will be on January 17, 2005 at 2 Rincon and the Annual Election Meeting will be on February 7, 2005 at 5 Vispera.

ADJOURNMENT

A motion was made, seconded, and carried unanimously to adjourn the meeting at 8:25 PM to Executive Session to discuss legal and contract matters.