

**CANYON CREEK HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES  
January 14, 2013**

**NOTICE OF MEETING**

Upon due notice given and received, a meeting of the Board of Directors was held on January 14, 2013 at 12621 Jeffrey Road.

**ATTENDANCE**

**Directors Present:**

Shelley Armstrong      President  
Gary Brenkman        Treasurer  
Don Flick              Member at Large

**Directors Absent:**

Jim Hensley            Vice President  
Larry Kroll            Secretary

**Also Present:**

Joshua Scott CCAM              Total Property Management, Inc.

**CALL TO ORDER**

A quorum was present and the meeting was called to order at 8:00 pm.

**EXECUTIVE SESSION DISCLOSURE**

The Board did meet in Executive Session on January 14, 2013 to discuss legal issues.

**CONSENT CALENDAR**

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

- November 12, 2012 Regular Session meeting minutes.

**FINANCIAL STATEMENT**

A motion was made, seconded, and unanimously passed to approve the financial material for the period of December 31, 2012.

**BAD DEBT WRITE OFF**

A motion was made, second, and unanimously passed to write off the amount owed by Account #T116-00069-02 as bad debt. This does not absolve the past Member of the financial obligations to repay the debt.

**LANDSCAPE**

A motion was made, seconded, and unanimously passed to approve the proposal as submitted by Parkwest Landscape to install 18 yards of mulch, remove a dead Liquid amber, and plant a new one to replace it in the amount of \$1,191.00

**ADJOURN**

A motion was made, seconded and carried to adjourn the meeting at 8:33 pm. The motion passed unanimously.

ATTEST:

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*Shelley Armstrong*

*7/29/13*  
Date