

Crumbacher Estates Owners Association
May 24, 2010 – Board Meeting Minutes

Call to Order
7:04 P.M.

Present:

Doug Hale - President
Rod Moore – Vice President
Ken Radford – Secretary / Treasurer
Rod Moore, Rennie McCormick, Darren Schmidt - Directors
Warren Bunger & Gene Doner – Water Operators
Brock Sutton

Amendments or Additions to Agenda

- o No Amendments were offered.
 - Motion by Rod to accept agenda as proposed.
 - Seconded by Darren. All were in Favor.

Approval of Minutes

- o Reading of the minutes from the previous board meeting was waived.
 - Motion by Rod to accept the minutes as presented.
 - Seconded by Rennie. All were in favor.

Water

- Operator report – Gene/Warren
 - o Warren gave report regarding recent power outage and system re-start.
 - o Warren gave notice that he would be resigning from the water position as of the end of June.
 - o Gene stated he would also be resigning.
 - o Both Gene & Warren stated their willingness to help in the transition and to perhaps act as backup on occasion as needed and as available.
 - o Some discussion regarding various equipment replacement options took place. No actions taken.
 - o Rod stated some basic knowledge as to helping out with the water, but more help would be required.
 - o Persons with knowledge or interest in assisting with these duties are requested to contact Rod Moore (826-).
- Reservoir and Easement
 - o Rod will follow up on some planning for working with and draining the reservoir.
- Certified operator status
 - o A letter of resignation was received from Dave Flick, certified operator.
 - o Doug Hale has been appointed as our certified operator for the interim until a new operator can be hired.
 - o Doug provided an update on upcoming requirements for water testing.
 - o A list of regulatory requirements for a water system was provided to all board members.
 - o Options for finding a certified operator were discussed.
 - o Doug & Rennie agreed to do some research for finding potential candidates.
- 2009 Consumer Confidence Report
 - o Due out by July 1st, 2010.
 - o Doug offered to complete the report.
 - Motion by Darren to have Doug complete the required report.
 - Seconded by Rod. All were in favor.
- Overdue accounts
 - o Discussion regarding current status of accounts in arrears took place.
 - o Doug will bring more information at a future meeting.
- Water right planning
 - o Discussion regarding options for our existing water rights took place.
 - o Current situation: If a water transfer or change was requested by any member, the Dept. of Ecology would review our existing water use status, which could adversely affect our irrigation & possibly even our domestic water right.
 - o Per an email from the Dept. of Ecology, the association could choose to modify the water right document to allow the management of any transfers internally, without DOE intervention. Such a change could have advantages for both the current owners of lots who have irrigation water rights, as well as to the association as whole. A special members meeting will be scheduled for June 28th, 2010 at 7 PM at Whistler's Restaurant in Tonasket to further discuss this issue (with a scheduled board meeting to follow).
- Over-watering concerns
 - o A property owner had informed the board of possible over-watering
 - o Reminder to please not utilize more than 10 gallons per minute (on less than ½ acre).
 - o Note: An average sprinkler utilizes 3-5 gallons per minute.

Finances

- Accounting/billing processes
 - o The board is reviewing outsource quotes & review of other accounting systems has taken place. The primary goal is to have easy access and transferability of our accounting processes, as may be required by our association and its board. Nicole Sutton, Sandi Buzzard, and Janine McCormick were all approached regarding their potential interest in the work. Any quotes received will be considered at a future meeting.

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- Options being considered for this process include:
 - Complete outsourcing of our accounting, bookkeeping, and taxes,
 - Keep all financial work in house with an annual audit or tax season review,
 - Bookkeeper hired to handle only the billing and accounts receivable.
 - In any scenario, the CEOA secretary/treasurer would still review all accounting processes and provide regular updates to the board per our bylaws.
- We are currently using a trial version of an accounting software for invoicing and general accounting, which seems like it could be a good fit for the needs of the association.
- In setting up this new system, we discovered that the most recently sent invoices should have been for April/May, instead of May/June. A notation of this correction will be included in the next billing cycle. It should be noted that this is not a change, nor in any way affects any balances due or the previous bi-monthly cycle that has been in place for some time now. We apologize for any confusion this error may have created.
- Changes to billing method
 - Due to the new accounting system built-in functions, and to more clearly detail the accounting on the invoices, the decision was made to account for our \$100/yr/acre association membership dues via a rounded monthly amount of \$8.33/acre. (Previous billings were rounded to the nearest whole dollar).
 - Future billings will show as being invoiced on a monthly basis, but will still be mailed out on a bi-monthly basis. Again, this not a change, just a bit more detailed representation of the billing cycle.
 - You will note that, since 12 times \$8.33 actually comes out to \$99.96/yr, this leaves a difference of \$0.04. This, as with our previous system, will still require a small year-end accounting adjustment.
- New Accounting Software
 - Per discussion, it was again noted that the new system has seemed to work well, and may prove to be a good fit for the association. We are unable to use the previous system, as the software is prohibitively expensive and was only available through Nicole Sutton's office.
 - Motion by Rennie to continue to use this new system (until or unless further accounting system options may be decided upon at a future date).
 - Seconded by Ken. All were in favor.

Roads/Infrastructure

- Weed spraying
 - Decided to wait until next year, and observe potential need for this service next spring.
- Improvements needed
 - No specific improvements needs were noted at this time.
 - The possibility of applying dust control was considered.
 - Cost containment options, by scheduling with neighboring associations, were discussed.
 - Doug will explore possible options that may be available.
- Mailboxes/signs
 - Discussion regarding the possible repair or rebuilding of the mailbox hutches took place. Quotes from interested contractors will be obtained.
 - Darren provided a quote from Midway Lumber for replacement of three signposts at the corner of Oakes Drive.
 - Motion by Rod to approve the purchase and installation.
 - Seconded by Ken. All were in favor.

Association Issues


- Legal review
 - The need for legal review of the voting procedure at association meetings was discussed.
 - Darren will contact several local attorneys to learn what a review would cost.
- Website
 - Discussion was held on the possible development of an informational association website.
 - Motion by Rod to begin preliminary development of a website.
 - Seconded by Doug. All were in favor.
- Association "Board Packet" booklet
 - A notebook containing all pertinent association documents had been created by Doug for the benefit of all board members. These were felt to be helpful to the board in conducting future business.
 - Motion by Rod to reimburse Doug for the expenses of the packets.
 - Seconded by Ken. All were in favor.

Motion by Rennie to adjourn.


Seconded by Ken. All were in favor.

Meeting Adjourned at: 9:42 PM

Next Board Meeting is scheduled for June 28th, 2010, 7:00 p.m. at Whistler's Restaurant in Tonasket



Douglas Hale, President



Ken Radford, Secretary/Treasurer