

RECORD OF PROCEEDINGS

MINUTES OF THE THREE SPRINGS RESIDENTIAL ASSOCIATION REGULAR QUARTERLY MEETING

December 13, 2017

5:30 PM

ATTENDANCE

Directors in Attendance:

Kurt Prinslow (KP)

Ken White (KW)

Jon Penny (JP)

Homeowners in Attendance:

Jeff Rozean

Bonnie Rozean

Dave Hupp

Vicki Roth

Mery Jo Calle

Others in Attendance:

Frankie White, CPA, Accountant for Three Springs Associations

Denise Hogenes, Vice President of CCMC

HOMEOWNERS FORUM

There was no one present that wished to speak during the homeowners forum.

APPROVAL OF MINUTES

Kurt Prinslow presented the minutes from the Residential Association Board Meeting held September 20, 2017, the Annual Membership Meeting held September 20, 2017, and the Special Membership Meeting held October 11, 2017. Upon motion duly made, seconded and unanimously carried, the Board approved the minutes as presented.

FINANCIAL REPORT

Frankie White presented the Financial Report and Accountant's Report for the Residential Association.

APPOINTMENT OF NEW BOARD MEMBERS BY DECLARANT

The Declarant (GRVP, LLC) made the following additions to the Board:

- a. Ken White (replaced Tim Zink effective November 15, 2017)
- b. Jeff Rozean (tentative effective date January 1, 2018, pending insurance)
- c. Dave Hupp (tentative effective date January 1, 2018, pending insurance)

APPOINTMENT OF OFFICERS BY BOARD

- a. Kurt Prinslow – President
- b. Jon Penny – Secretary
- c. Ken White – Treasurer

Upon motion duly made, seconded and unanimously carried, the Board approved the appointment of officers as stated above.

DISCUSSION AND ADOPTION OF A REVISED COLLECTION POLICY AND PROCEDURE

Denise Hogenes presented the proposed revisions. The proposed changes are mainly due to align the collection policy with the assessment billing cycle. The board discussed and unanimously approved the proposed changes and authorized the President to sign the revised Policies and Procedures upon completion of revisions by the Association's attorney.

ASSOCIATIONS 2018 INSURANCE POLICY UPDATE

Denise Hogenes gave an update and said they (CCMC) would have premium estimates back from the Insurance company within the next couple of weeks.

TRANSITION REPORT BY CCMC

Denise Hogenes gave an update on the Association Management transition. She said they have narrowed the full-time Community Manager position down to two candidates. The candidates' final interviews with the Board will be completed in the next week with the position starting in January or early February. There will be a welcome reception after the Community Manager starts. Office location at Three Springs will be known soon.

2018 ANNUAL CALENDAR OF ASSOCIATION MEETINGS

Following is the schedule adopted by the Board for 2018. All meetings will be held in the 65 Mercado Street 2nd floor conference room.

- a. 5:30 pm Wednesday, March 21, 2018 – Quarterly Board Meeting
- b. 5:30 pm Wednesday, June 20, 2018 – Quarterly Board Meeting
- c. 5:30 pm Wednesday, September 19, 2018 – Quarterly Board Meeting
- d. 6:00 pm Wednesday, September 19, 2018 – Annual Members Meeting
- e. 5:30 pm Wednesday, December 12, 2018 – Quarterly Board Meeting

ADJOURNMENT

There being no further business to come before the Board; and upon motion duly made, seconded and unanimously carried, the meeting was adjourned.

NEXT MEETING

The next scheduled quarterly meeting of the Board of Directors is scheduled for Wednesday, March 21, 2018.

Minutes to be approved: March 21, 2018