

24 September, 2008
CPHA ANNUAL MEETING
Minutes

The Annual meeting of the Cormorant Passage Homeowners' Association was held on Wednesday evening, 24 September, 2008 in the fireside lounge of the Steilacoom Community Center, Steilacoom, WA. The minutes of this meeting are as follows:

AGENDA

MINUTES – last meeting

The minutes from the last meeting of the board were not taken since a quorum was not available at that time.

The minutes which were reviewed and accepted were the minutes from the Annual Meeting, 2007. The minutes were accepted unanimously.

COMMITTEE REPORTS – various

ARC – Architectural Review Committee

Previously this committee's e-mail correspondences have been going only to whichever member of the committee was actually addressed via the CPHA website. From this point forward all 3 members of the committee will receive all correspondences sent via this portal.

No current items are being discussed by the committee. The decision was made to once again let all the membership know about process of this committee. Only 2 signatures, out of 3 members are required on correspondences addressed to this committee.

The general question was raised as to whether replacement roofs needed approval from the committee. The answer is Yes. Despite the fact that the CC&R's HAVE been amended to include some new materials, approval of all new roofing projects IS still required.

Safe Streets

No new calls have been generated to this committee in the recent past. The lists associated with this program are constantly being updated and e-mail addresses may soon be requested and or added.

Welcome Wagon – Welcoming new residents to our neighborhood

This committee has visited 3 homes since the last meeting and provided them with a welcome gift, usually a plant, and a copy of the association's CC&R's.

Many thanks to Ms Francine Pelletier who has served as our

Hostess for this service for quite some time. She has chosen to step down and the association is very appreciative of her efforts over the past few years.

Treasurer's Report

Our current treasurer, Ms Pam Heumphreus has decided to step down and no longer serve in that capacity for the association. CPHA wishes to thank her for her dedicated service in the past. Pam was out of town at the time of the meeting and therefore not available to present her report. Prior to leaving she had given the books to Karen and she, has been serving as interim treasurer. Karen has agreed to continue keeping the accounts for the association. She has requested however that a second "signer" be added to the checking account and Neal Snider has agreed to serve in that capacity. Karen has also asked, and the board approved a third pair of eyes on the financials of the association. The accounts therefore will periodically be audited. This review will likely be done annually and each time there is a change in the treasurer of the association. Our current balance on September 24 was approximately \$ 5,800.00. The exact balance is \$5,888 to \$5,895 depending on the balancing of the next statement.

The association has now completed changing carriers for its insurance needs, resulting in a substantial savings and better coverage.

All homeowners have paid their annual dues to the association. A small minority also paid a late fee

The next dues will be due in March or April

NEIGHBOR / OWNER ISSUES

A few day to day issues continue as usual. These mainly center on parking, unleashed dogs and barking, and signs posted. These issues are generally resolved quickly and amicably with a simple phone call or friendly visit.

OFFICER/COMMITTEE VOLUTEERS & ELECTIONS

The current President and Secretary of the association and members of the board have all agreed to continue serving for the immediate future.

Ms. Kellene Greenwood has agreed to be the association's new Welcome Wagon hostess and Ms. Judy Foster has agreed to continue serving as Safe Streets Coordinator, taking on the task of organizing our Safe Streets rosters.

A second key to the mail box was also requested and approved for those times when Karen can't get the mail: particularly important near dues times. The board authorized such a key and Neal will have the access.

OTHER NEW BUSINESS

News Letter – The Cormorant’s Call

Mike Peppers has agreed to continue to edit our newsletter, which is currently scheduled to come out twice each year. The next issue is slated to contain articles on the current officers and board members as well as a discussion of the association’s insurance policies. CPHA has received many good comments on our past newsletters.

The next edition will likely contain a paragraph regarding trimming of the trees within our neighborhood and the park and seek comments from our members regarding Cormorant Park. An attempt will also be made to include comments from our neighbors in the Condominium association adjacent to Cormorant Passage.

Beau Bergeron wanted the association to address painting all the light poles in the subdivision. Karen had requested information from the vendor Beau recommended. Proceeding further would require a detailed business plan including the number of poles, etc. Painting the poles would generate an expense and would require an insurance waiver. As the poles are owned by the Town most members felt it should be the Town’s responsibility to paint them. Karen stated that Beau had first approached the Town and they refused to paint them due to budget issues. Karen will talk to Beau about developing the business plan if he’d like the board to continue pursuing the matter.

The town of Steilacoom has a very active Kiwanis Club and Fred Crumley has invited all residents to their weekly meeting on Thursdays at Steilacoom High School. That event is a great place to come to talk with the mayor and other city officials and to discuss everything that is going on in Steilacoom. Fred has graciously offered to sponsor anyone interested. A small fee of \$5.00 is charged for the breakfast served.

Karen thanked all who attended and stated her appreciation to the various board and committee members for their work on behalf of the association.

The meeting adjourned at 19:45

PLEASE VISIT US AT OUR WEBSITE: <http://cormorant.steilacoom.net/>

Minutes to be reviewed at the next Board meeting:

Submitted by:

Approved by:

Norm. Gaudreau,
Recording Secretary

Karen McIver,
President