

Carter Plantation Community Association
Board Meeting Minutes
December 19, 2009

I. Call to order

David Irwin, President, called to order the meeting of the CPCA Board of Directors at 2:00 PM on December 19, 2009 at 23855 Monarch Point, Springfield, LA

II. Roll Call

Sharon Lietzke conducted a roll call. The following persons were present for Pool: David Irwin, Sharon Lietzke, Don Meir, Leo Grace, Frank White. Frank White and Leo Grace left after the Pool discussion and John Munding came in for the CPCA/ARB meeting.

Absent: Maurice Welsh, Kent Gerhardt, Jim Adair and Ricky Juban. Quorum was not met – information meeting only.

III. Pool Maintenance Duties and Expectations:

- a. Responsibilities – Leo and David previously walked around both pools and Leo discussed what preventative maintenance needs to be done on a regular basis. It was noted equipment that maintains the pool is in need of replacement or repair. Previous list of equipment reviewed.
- b. David to talk to Lesley about one of his guys continuing to maintain the daily requirements and a monthly invoice submitted to CPCA for services. Also to discuss Leo's services and employment.
- c. Serious concern about the Carter House Pool. Discussion Tabled for next CPCA Board Meeting.

IV. Grass Mowing and Street Sweeping

- a. Discussion about number of cuts and quality of service expectations. Concerns with budget number and maintaining expectations. Frank White brought list of questions and David to meet with Lessley on questions and other issues.
- b. Street Sweeping will be done by Frank White and paid hourly. CPCA to pay for equipment and delivery/pickup of equipment.
- c. David to talk to Lessley about start date.

V. CPCA/ARB Meeting

- a. John Munding to get copy of CP Plat for Frank White mowing services.
- b. General Liability insurance needs to be addressed. Sharon to take action on history of, areas to be covered. Pools are major concern.
- c. Construction Deposit issue was discussed and John to send letter to previous ARB chair requesting documentation of approval.
- d. Question brought up on how/who appointed Ricky Juban to ARB. It was determined upon Lessley requesting to resign, Ricky's name came up as an excellent replacement. On Oct. 8, 2009 Jim Adair agreed verbally to appoint Ricky. Lessley's

formal resignation letter received on Oct. 13, 2009, Ricky sworn in on Oct. 21, 2009 ARB meeting.

- e. Discussion on new construction protocol. Changes need to be made in the New Construction Package. Additional forms – Water Tap/Sewer Form, Mail box form. Sharon to talk to Andy about delivery address of Mail boxes. John to take lead in Water Tap/Sewer Form, who and where to send form and money. New Construction forms and process to be discussed at next ARB meeting.
- f. Discussion about inadequate landscape on homes for Sale: David to talk to Don about process and how to either enforce seller to comply or notify Real Estate Agent or perspective buyer about violation.
- g. Concern about pumping out lift stations during electrical outage was discussed. Sharon to find out what company was called and price.
- h. Don Meir to take care of filing lien on Lot #165 and submit bill to CPCA. Other delinquent account liens to be done in January 2010.

VI. Adjournment

- a. David Irwin adjourned the meeting
Minutes submitted by Sharon Lietzke