

**Bern Creek Improvement Association Inc.**  
**Minutes of Board of Directors Meeting**  
**1550 Bern Creek Loop**  
**September 24, 2019**  
**7:00 pm**

Mike Hutchinson called the meeting to order at 7:07 pm. A quorum of the board has been achieved with Mike Hutchinson, Kaki Decker, Gary Dahl, Frank Rich, Michael Resnik and Cindy Martin were present. Meeting was properly noticed. Kenny Castro joined after the meeting opened.

**Minutes:** Kaki moved to approve the August meeting minutes as corrected, Cindy seconded, all in favor, MOTION PASSES.

**Treasurer Report:** Kaki gave the treasurer report as of September 24 7, 2019 operating Acct \$50,569.74, Reserve Acct \$16,258.27, Reserve CD \$90,000  
Checks: Mike reviewed the checks. Gary made a motion to approve, Frank seconded, all in favor. Motion Passes. The board discussed preapproving checks for November at the October meeting and December at the Annual Meeting.  
Alex reported that we are 100% collected for the 2019 fees.

**OLD BUSINESS:**

**Property Management**

The board discussed the transition, the new CAM and alerting the membership. Alex to set aside the Bern Creek boxes for the board to pick up and store at the property.  
Alex to ensure that BC is set up with two approvals in Strongroom.

**Doc Committee:**

Kaki discussed the results of the meeting. We have to pick up more proxies to get a quorum by the Annual Meeting. The board reviewed a list of those people who did not vote in person or by proxy. The board members will divide and contact those who did not vote. Kaki will email the proxy to the board members to print and take with them when they visit owners.  
Alex to check on Wessel's name in PROMAS (listed twice)

**Cowpen Lane Update:**

Trees/Bushes: The board reviewed the two bid with the clarification requested. Quality Tree and Rick Richards. Cindy made a motion to accept the bid from Rick Richards in the amount of \$4250.00, Mike seconded, 6 in favor Frank Rich voted No. Gary will call Rick Richardson to schedule. Frank and Mike will call the other two bidders to let them know.

Kaki moved to approve the payment of the work upon completion and a satisfactory board inspection. Cindy seconded, all in favor.

Kenny to follow up with Southeast on their bid for Cowpen Lane. Mike to follow up with Graber. Mike to send the specs for the Cowpen Lane road work to Gary.

**Violation Update:**

Alex to contact Wilhelm about their crew trash on the roadways.  
The board reviewed the violation list. Alex to contact Bowling about their fence line and culvert.

**Newsletter:** MPH to draft a newsletter and will send to the board for review.

**New Business:**

Budget: The board workshopped the 2020 budget. Kaki made a motion to send the proposed budget to the membership, Cindy seconded, all in favor.

The 2020 budget proposes and annual fee of \$900.00

**ACTION LIST:**

Alex to pull BC Boxes

MPH send Wilhelm contract to Gary

Alex to set up two signers in strongroom

Kaki to send the proxy to all owners

Alex to check on Wessel in PROMAS in there twice

Gary to call Rick Richardson

Frank and Mike to inform other bidders the job was filled

Kenny to contact Southeast

Mike to contact Graber

MPH to send Cowpen Lane specs to Gary

Alex to talk to Wilhelm about trash

Alex to notify Bowling about fences/culvert

Alex to send Frank BOD cert info

Alex to send Directory to email.

With no other business coming before the board the meeting was adjourned at 9:04pm.