

Carter Plantation Community Association  
Board Meeting Minutes  
January 6, 2011

**I. Call to order**

David Irwin, President, called to order the meeting of the CPCA Board of Directors at 6:00 PM on January 6, 2011 at 30767 Wild Iris Way, Springfield, LA

**II. Roll Call**

David Irwin conducted roll call. The following persons were present: David Irwin, Terry Lobell, Maurice Welsh, Amber Landry, Sharon Lietzke (CPCA); John Munding, Ricky Juban, Beau Campbell from (ARB). Absent: Clark Ellis.

**III. Old Business**

- a. Motion passed to approve November 15 Board Meeting Minutes and November 17 Annual Membership Meeting Minutes.
- b. Recently recorded with Livingston Parish: Amendment to PC&Rs 8.02 and Lot #286 into Carter Plantation Community and PC&Rs.
- c. Fairway Gardens was discussed. There have not been any FW-G property owners that have contacted the CPCA board in reference to our proposal to better the landscaping in that area.

**IV. New Business**

- a. Welcome new CPCA board members, Terry Lobell and Amber Landry.
- b. Welcome new ARB board member, Beau Campbell.
- c. John Munding, ARB Chair, gave overview of ARB including the board background and history of Carter Plantation ARB. Biggest challenge has been homes that were built by contractors that didn't finish required landscaping.
- d. Updated Violation Process was discussed with handouts:
  - i. Violation Flow Chart – David Irwin walked through the flow chart and brought everyone current on the minor changes. Sharon to send to web developer for website posting.
  - ii. Violation/Complaint Form – Sharon to update form with suggestions and email to all board members.
    1. Any member of CPCA/ARB can verify violation/complaint and fill out form
    2. Bring violation forms to each board meeting
  - iii. Violation Worksheet – Melanie Irwin will be keeper of violation worksheet.
  - iv. Violation Notification Letters w/fee schedule was discussed. Property owners with properties in violation and do not comply will get an additional charge for CPCA maintaining the property based on the fee schedule.
- e. CPCA Officer appointment/election
  - Maurice Welsh – President
  - Terry Lobell – Vice President
  - Clark Ellis – Director
  - David Irwin – Director
  - Amber Landry – DirectorDavid to register officers with Secretary of State.
- f. Financials
  - i. Sharon gave update on checkbook status. Moved \$40,000 reserve fund to savings account.
  - ii. Motion passed to pay Patenotte Pools, CW Trevathan, CPA and Don Miers, Attorney
- g. Member dues
  - i. Status of liens were discussed. It will be the responsibility of the board to exercise liens. One option is to move the lien into an open account lawsuit. David to categorize all current liens so a decision can be made for next step of each lien.
  - ii. Motion passed for accepting lot #122 dues payoff increments.
  - iii. Villa #1 has gone through Sheriff Sale and Bankruptcy notice has been received. New owner is BAC-Home Loan Servicing LP. Pro-rated bill for 2010 and 2011 has been sent to new owner/bank.
  - iv. 2011 Villa Dues: Meeting set for January 25 to meet with all Villa owners. Motion passed for \$1533.33 per Villa for 2011 dues if proposal not accepted.
    1. Proposal to Villa owners will be to \$850 per Villa and then 5% per room rental. This will put the additional dues on Villa guests as opposed to the Villa owners.
    2. If proposal accepted then 5% on each room rental will be received on a quarterly basis.
    3. Maurice Welsh has lead on meeting and proposal.
    4. David to draft email and proposal document.

Maintenance

- i. Motion passed to extend FH&L contract and Coyt's Landscaping contract for 2011.
- ii. Sharon to get signatures on contracts and keep on file.
- iii. Motion passed to accept bid from Mark dPainter for \$550.00 to clean and repaint the brick posts/pillars on the fence. Sharon to contact Mark.
- iv. Terry to add outlets by Directional and Audubon sign for holiday lighting.
- v. Terry and David to look into Hot Tub heater.
- vi. Other maintenance bids were tabled.

**V. Other**

- i. Sheriff Sale for vacant real estate is January 15, 2011
- ii. Next CPCA Board meeting will be February 7, 2011 at Maurice's house for 6:00 PM
  1. Next CDD Meeting has not been schedule. Ordinance to enforce PC&Rs for all properties under the CDD is on the agenda.

**VI. Meeting Adjournment**

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