



## **CRECIENTE CONDOMINIUM ASSOCIATION, INC.**

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### **Documents Committee Meeting Minutes** **September 22, 2010**

#### **Call to Order**

The Documents Committee meeting was called to order at 11:03 AM

#### **Roll Call**

The following Committee members were in attendance: Becky Werner, with Ken Nagle, John Dalton, and Sally Hadden present via teleconference. Mary Beth Marino and Gail Carpenter were also in attendance.

#### **Approval of the April Meeting Minutes**

A motion was made by John Dalton and seconded by Ken Nagle to approve the minutes from the April 15, 2010 meeting. Motion unanimously carried.

#### **Discussion of the final draft of the Board Policy Manual**

A motion was made by Ken Nagle and seconded by Sally Hadden to accept the committee's final draft of the Board Policy Manual. Motion unanimously carried.

John Dalton's concern regarding section 5315 (Employees Working for Unit Owners) will be taken up by the Board. The issue is restricting employees from doing work for unit owners but not allowing employees to do jobs for which they are not licensed.

Sally Hadden wished to commend Ron Marino and Jeff Werner for a truly impressive job in putting the policy together. This was seconded by the other committee members.

Becky Werner wished further clarification of subsection 10, Section 3200 (Purchasing) regarding Material Changes which would require a vote of the owners. Mary Beth will take care of this. Also in Section 5300 (Contractors/Vendors Working for Unit Owners) the word "insured" should be added to the first sentence after the word "licensed".

Gail Carpenter reminded the committee that a Board resolution passed last year required the property to be insured to a minimum of 100%. (Section 3820, subsection 5, change 85% to 100%.)

The vote on the motion to accept the final draft with the aforementioned revisions or changes was made and passed unanimously.

#### **Adjournment**

The meeting was adjourned at 11:30 a.m.

Submitted by Becky Werner in the absence of the Chairman.