

Owl Creek Community Association, Inc.

Board Volunteers

Vision:

Be the most livable, well-maintained community in the city, creating a friendly, safe, resident focused and fiscally responsible community.

Mission Statement:

A dedicated group of homeowners who care deeply about Owl Creek and strive to create a satisfying, peaceful, entertaining, relaxing and safe community in which to live while maintaining the buildings, facilities, grounds and activities.

The community will:

- Ensure the right of each resident of Owl Creek to use and enjoy the common property, buildings and facilities and to benefit from the special services or functions of the Owl Creek Community Association.
- Manage finances of Owl Creek Community, including collection of assessments, fees and other revenue generating functions, so as to provide maximum benefit and cost-effective operation to the neighborhood residents.
- Uphold architectural standards and deed restrictions to maintain our park-like community and homeowner property values.
- Encourage mutually beneficial relationships with neighbors in the community and with political, government and educational entities which are instrumental in ensuring prompt service and fair consideration for the Owl Creek Community on issues affecting the community and its residents.
- Promote harmony and ensure the general welfare of the community through community involvement and communication.

Board Member Descriptions and 2022-2023 Board Members

Owl Creek has a Board of Directors for the purpose of managing the association assets, finances, and employees. Each Board member is voluntary and serves a term of 3 years. Some of the Board duties include setting the annual assessment for each lot owner, preparing the annual budget, publishing association rules and guidelines, enforcing deed restrictions, plus managing association employees. The following is a description and role of each Board member along with the current holders of each position.

President – Josh Richardson

Presides over all Board meetings and facilitates discussion on community Board business. Provides the deciding vote in case of a tie. Facilitates other Board activities as needed. Individual responsibilities include, but are not limited to...

- Signature authority for all Association activity.
- Manages the Community Site Manager and staff as needed.
- Implements the annual operating plan.



Vice President of Operations – Brian Gahwyler

Attends Board meetings and provides the Board with updates of all Association facilities (Lodge, Pool, Sports and Recreation Center, Track, and Soccer Fields). Provides input, discussion, and votes on community board business. Individual responsibilities include, but are not limited to...

- First back up to Board President.
- In conjunction with Community Site Manager, monitors operations of Association facilities.
- Develops operations policy including pool staff.



Treasurer – Patricia Cermack

Attends Board meetings and provides the Board each month a financial report detailing the financial position of the Association. Provides input, discussion, and votes on community board business. Individual responsibilities include, but are not limited to...

- Manages all aspects of the Association Finances including site staff involved in bookkeeping, bank relationships, and investments.
- Prepares annual budgets and forecasts.
- Negotiates/Reviews contracts, agreements, engagements and insurance policies.
- Arranges all debt and equity finances.



Secretary – Meredith Cull

Attends Board meetings and provides input, discussion, and votes on community board business. Individual responsibilities include, but are not limited to...

- Attends and records the minutes of the monthly Board of Directors' meetings and any special meeting of the Board or Members.
- Oversees the annual election of Board members.
- Facilitate and/or assist other activities/events of the Board where necessary.



Architectural Chair – Matt Zinser

Attends Board meeting and provides a report of the architect change request by residents. Provides input, discussion, and votes on community board business. Individual responsibilities include, but are not limited to...

- Reviews and approves of all private property improvements (Architect Change Request).
- Enforces deed restrictions, rules, and guidelines implemented by the Board.
- Recommends the need for new guidance on acceptable private property improvements.



Landscape Chair – Jim Julian

Attends Board meetings and provides input, discussion, and votes on community board business. Individual responsibilities include, but are not limited to...

- Recommends and oversees changes and improvements in design, upgrades, and maintenance of all Community common areas including facilities.
- Recommends annual plan including landscape budget for all landscape projects and manages the projects approved by the Board.



Sports and Activities Chair – David Mahan

Attends Board meetings and provides a report of all Community events and activities. Provides input, discussion, and votes on community board business. Individual responsibilities include, but are not limited to...



- Oversees committee/leadership responsible for each Community event and activity.
- Ensures adequate resources, supplies, food, and drink for each event and activity with appropriate delegation to employees and resident volunteers.
- Oversees event and activity calendar.
- Communicates with residents on current activities and potential new activities.

Security Chair – Charlie Ives

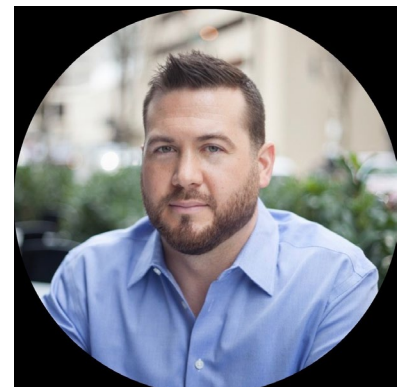
Attends Board meetings and provides a report of Community Security issues. Provides input, discussion, and votes on community board business. Individual responsibilities include, but are not limited to...



- Reports to Board and Community staff any security issues including traffic violations, loitering, theft, etc.
- Schedules security patrols as needed.
- Recommends actions to the Board to improve overall Community security.
- Oversees review of security cameras.

Communications Chair – Simon Hoehn

Attends Board meetings and provides input, discussion, and votes on community board business. Individual responsibilities include, but are not limited to...



- Oversees Community Website including updating website content, new functionality, and data recovery.
- Reviews monthly Community Newsletter and other communications from the Board and Manager(s) before publishing.
- Lead or team member of special projects determined by the Board.