

Hembree Creek Condominium Association – 2014 Annual Meeting Minutes
Monday, November 10th, 2014 7:00-9:00 pm

1. Established Quorum – 26 homeowners present and 13 proxies presented.

2. Introductions:

- Hembree Creek's 2014 Board of Directors
- Gerri Schwartz & Cindy Adams of Working Solutions, Inc.
- Michael Zenner of Winter Capriola Zenner, LLC.
- Elizabeth Anderson Alford of John Houseal's CPA firm

3. Acknowledged our Veterans & families of Veterans – Thank you for your service!

4. Reviewed 2014 Highlights and 2015 Goals

5. Financial Presentation: Status as of October 31, 2014

- a) Operating Account (Checking): \$ 1,596.83
- b) Reserve Account (Savings): \$ 81,927.95
- c) Contingency Account: \$ 3,459.11
- d) Delinquencies as of October 31, 2014: \$ 16,294.00
- e) Foreclosures: (0) 2008 (2) 2009 (4) 2010 (2) 2011(0) 2012 (1) 2013 (0) 2014
- f) Re-sales: (10) 2014 (3) 2013 (3) 2012 (4) 2011 (5) 2010 (5) 2009 (1) 2008, (14) 2007, (18) 2006. (Units sold in 2014: #102, 112, 123, 201, 205, 223, 312, 401, 512 and 525)
- g) Units currently for sale: # 411 (under contract)
- h) Current units with Board approval to rent: #324
- i) Reviewed Legal Fees for 2014.
- j) Water conservation discussion – Please report leaks quickly.
- k) Our success is a combination of home owners who understand the need to pay their monthly fees on time so we can meet the Association's obligations & a Board who has been conservative and understands the importance of fiduciary responsibility.

6. Financial Presentation: 2015 Budget

- a) Reviewed the 2015 budget line items.
- b) The 2015 monthly fee starting in January will be \$245 which is a \$15 increase. The fee increase is a result of higher Association insurance costs and the need to fund the Asphalt Project over the next several years. There is no planned special assessment in 2015. Planned special assessments are not considered a good accounting practice in order to increase cash flow or income and have been discontinued at Hembree Creek since 2006.
 - o (2008 to 2009 = \$210; 2010 to 2013 = \$220; 2014 = \$230; 2015 = \$245)

7. Financial Review/Audit Results – Elizabeth Anderson Alford, CPA

- a) The 2013 Audit was completed and the Association remains in good financial standing.

8. Community Issues:

- a) Discussed security issues. Due to a previous security incident, the Association successfully implemented the Neighborhood Watch Program in April 2012. The Board lowered the front gate to make it impossible to crawl underneath. These two actions seem to have significantly reduced the amount of non-resident pedestrian traffic & security incidents. Please report ANY security incidents to the Roswell Police & then to Gerri Schwartz at Working Solutions and/or a Board member.
- b) Reviewed Association insurance coverages vs. Home Owner policies – All residents should carry additional insurance (HO-6 & Loss Assessment)
- c) Discussed HVAC annual maintenance plans vs. Home Owner's Warranty programs.
- d) Discussed the replacement of windows by homeowners and obtaining approval from the Board prior to any installation.
- e) Discussed association vendors and interactions with residents. If you have any questions about what our vendors are doing, call Working Solutions.
- f) Parking issues / guest parking / vendor & contractor parking
- g) Water heaters aging – Water heaters only last about 8-10 years. Make sure yours is newer in order to avoid a disaster.
- h) Plumbing issues – Need to notify Working Solutions prior to doing any plumbing work that requires the building or property water to be shut-off. Must schedule ahead of time & notify

ALL residents of the building. Owners must use an approved Association plumber to turn on & off the building's water or risk being fined. You can use any *licensed* plumber to complete the work inside your unit.

- i) Fire & Sprinkler alarms – contact Working Solutions and/or Fire Department as warranted.
- j) Incident reports for noise/disturbances (call police first & then report to Working Solutions)
- k) Trash on property/dumpster issues/junk removal. The trash collector does not get out of his truck. Do not leave items outside of the dumpster or the association will have it hauled and send you the bill.
- l) Ice melt & shovels will be stored in the breezeways as a precaution for inclement weather. We all need to exercise caution and help our neighbors. Wait for the temperature to get above freezing (32 degrees) before spreading the melt.
- m) There will no December Board meeting due to the Holidays. Stay safe and do not tempt thieves with direct views of your tree and gifts through your windows.
- n) Hembree Creek website (www.hembreecreek.com): Contains governing documents, meeting minutes, rules and regulations, and is also available for posting units for sale. Stay tuned for a facelift in 2015.

9. Election of Board Members:

- a) Presented Nominees (verified eligibility, presented new candidates, followed by nominations from the floor, and then those seeking re-election)
- b) Attendees voted for five (5) Board members.
- c) Collected ballots and counted.
- d) 2015 elected Board of Directors are as follows: Victoria Boodoian, David Wurtenberg, Ralph Stinson, Teresa (Timm) Miller, Morgan Alexander

10. Reviewed Common Violations: (Enforcement of most covenants regarding architectural controls, pets, speeding, etc...will result in a \$50 fine per violation or incident.)

- a) Unapproved items on deck(s): toys, trash, junk, storage containers or boxes, ladders, mops, lumber, paint, gas cans, gas grills, open flame/candles, towels or rugs hung over banister, actual clothes hung over banister or on hangers under umbrellas, bird feeders (other than hummingbird feeders), birdhouses other than decorative ones, flags other than the American/U.S. flag, non-patio furniture, etc...
- b) Colored window treatments (curtains or blinds) must be white-backed.
- c) Discussed illegal parking, no commercial vehicles, number of vehicles allowed per unit is two (2). Must request exception for a 3rd vehicle or risk being fined & towed.
- d) The speed limit is 15mph. Please follow this for the safety of our many walkers in the neighborhood.
- e) Storing items in breezeway (furniture, plants, toys, bikes, etc...) is a City of Roswell Fire Department code violation as well as a Hembree Creek violation and could result in the owner and/or the Association being fined heavily.
- f) Dumping large items in the dumpster that require a special pick-up for junk removal will be charged back to the homeowner.
- g) Pets over 20 lbs are not allowed on the property at any time including visiting pets.
- h) No gas grills or gas cans on the property. No open flames on decks (no candles, etc...). This is a violation of the City of Roswell Fire Department.

11. The newly elected Board of Directors gathered for a brief meeting to determine officers/ roles. They are as follows:

- a) Victoria Boodoian (President), David Wurtenberg (Vice President), Ralph Stinson (Treasurer), Morgan Alexander (Secretary), and Teresa (Timm) Miller (member at large).

Meeting minutes created by Laura Donnelly. Edited by Victoria Boodoian.