

Hembree Creek Condominium Association: Board of Directors Meeting Minutes - February 8, 2010

GENERAL SESSION: Commenced at 6:30pm

Board Members Present: Victoria Boodoian, David Wurtenberg, Laura Donnelly, Bill Ison and Gerri Schwartz of Working Solutions. Robbie Hunt was absent due to illness.

1. Victoria commenced meeting. (Announcements/ No residents in attendance).
2. Recurring Monthly Business:
 - Neighborhood Watch – Presented in 2008. No new volunteers have come forward. Current volunteers: Ada D’Aniello – bldg 200/1st breezeway; Lea Trevino – bldg 300; Janet Decker - bldg 400/1st breezeway; Roxanne Rosenberry – bldg 500.
 - Review and adopt minutes: January minutes approved. Annual Meeting Minutes still outstanding. Robbie Hunt will prepare.
 - The next property inspection is scheduled for March 2010. Kenneth & David will determine date.
 - Update Resident Directory: Total of five (5) closings in 2009. No closings in 2010 to date.
 - Update of vehicle ID stickers: David will write letter to send to residents. Board will schedule inspection upon warmer weather conditions in the next month or so.
 - Update on Hembree Village Gerri following up on unit for re-sale (last unit on the left).
 - David sold 1 gate remote to resident & gave money to Gerri at the Board meeting.
3. Victoria revised the “new resident” letter to incorporate additions proposed by Anne House. Copy distributed to Board for review and approval at next Board meeting.
4. All meetings for 2010 will be held in main meeting room at Hembree Park. Room has been reserved and paid in advance as required.
5. Josh from Charter Cable is the new contact for our area. His number is 770-866-6255.
6. Recent trash issues discussed. Resident(s) left trash bags, etc...outside dumpster during the holidays (Christmas/New Years). A letter will be sent in advance in mid Nov 2010 for the Holiday season.
7. Sprinkler pipe burst/pool house pump room: Expenses reviewed to repair frozen/burst pipe. City of Roswell required the sprinklers to be turned off and on-site guard for full 24 hrs before turning back on.
8. Resident Communications/Issues: All correspondence received will be discussed in Exec Session as it pertains to potential legal issues and delinquencies..
9. Signage:
 - New community entrance sign update: Discussed two possible sign locations as well as smaller signs on the gate to help distinguish our community from Hembree Village. Style also discussed. Will move forward to get quotes. Charles Fillis, who was referred by Neo, did have someone mark the property lines.
10. Landscaping issues:
 - Resumed non-drought schedule: (We follow Fulton County – not City of Roswell.) As of June 10th 2010, Mon-Wed-Sat > even or un-numbered addresses; Tues-Thurs-Sat > odd numbered addresses. No specific time of day. Discouraged between 10 am – 4 pm.
 - Landscaper will consult with resident of Unit #218 and will make recommendations by the next Board meeting regarding the residents requests.
11. Maintenance issues: All requested work orders have been scheduled, completed or in process.
 - Heaters were replaced in the sprinkler rooms at the pool and the 400 building by Kenneth.
 - Mark of Drainage Solutions has not been able to correct behind the 500 building due to the weather, but he has not forgotten and will address it. He does need the area to dry out to fix it.
 - There have been no new incidents with the gate since January 23rd. The cost to re-run the wire under the street for the call box is \$300.
 - Board voted to have Mad Hatter submit a quote and provide preventative maintenance on all dryer vents in the community.
 - Mailbox lights out partially. Working Solutions will combine requests such as these with other work orders to reduce trip charge costs.
 - The possibility of replacing breezeway lights again was discussed. Kenneth is researching and hopes to have a sample for the March meeting. All of the lights in the storage shed have been used to replace the covers that have blown off. Lights are already rusting and are not made for outdoor use per Kenneth.
12. January Action List was reviewed and completed to the Board’s satisfaction.
13. Status of Units:

- Units for Sale at present : #101, #102, #111, #217 , #225, #305, #316, #322 and #522. We are still not sure if #328 is on the market, no realtor code has been assigned. There is still no realtor code for #111 as of this date. Updates on foreclosure status to be given in Exec session.
- Units that can be rented: #324 & #328
- New units for sale: #322
- Current contracts: none
- Units Sold in 2006 (18); Units sold 2007 (14): 114, 213, 216, 217, 305, 315, 328, 411, 412, 413, 414, 422, 513, 527. Units sold in 2008 (1): 224; Units sold in 2009 (5):#212, 218, 225, 318 and 511. Units sold in 2010 (0)

14. Financial Presentation as of February 8, 2010:

Operating Account Balance: \$ 4,010.13

- Discuss financial questions and January financial. Financials will be delivered next month.
- Address any financial questions presented.
- December income/expense report indicates that we ended the year under budget \$ 7,988.23, even w/water being over budget and legal (the retainer). Insurance is now in line. We are continuing to monitor water usage.

Reserve Account Balance: \$ 138,351.86

- The Reserve payment of \$ 2,750 is paid through December 2009. We still owe January. We will check cash flow this month to transfer the January payment.
- 2010 monthly reserve allocation is \$ 2,750.00.

Contingency Savings Account: \$ 5,046.97

- Transferring \$ 416.66 p/mos from operating budget. Funds transferred through February 2010.
- 2010 allocation is \$ 416.66 per month.

- CAU/Fidelity Bond currently at \$50k. Board voted to increase bond to \$150k. Premium increased from \$13,925 in 2009 to \$14,036 in 2010.

General Session adjourned at 7:24. Executive Session commenced at 7:30.

Minutes prepared by Laura Donnelly, Secretary, Hembree Creek Board of Directors. Revised by Victoria Boodoian, President, Hembree Creek Board of Directors.