

Hembree Creek Condominium Association: Board of Directors Meeting Minutes— March 8, 2010

General Session Meeting Minutes

Board Members To Be Present: Victoria Boodoian, David Wurtenberg, Robbie Hunt and Gerri Schwartz of Working Solutions. Laura Donnelly arrived late to the General Session. Bill Ison was out of town and could not attend the meeting.

1. **Open Forum** –Victoria commenced the meeting at 6:30pm with community announcements. Sarah Grannis, unit 316, has passed away. ☹
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.
 - **Reviewed and adopted February minutes.** Robbie will create 2009 Annual Meeting minutes and send to Board.
 - **Scheduled Quarterly Property/Violation Inspections for 2010:** The next property inspection is scheduled for March. Kenneth & David plan to meet Thursday, March 25th at 3 PM.
 - **Update Resident Directory:** Total of five (5) closings in 2009. No closings in 2010 to date. No new Directory needed at this time.
 - **Update of vehicle ID stickers:** Reviewed David’s letter to homeowners w/Victoria’s revisions and comments. Final copy will be finalized at April meeting. Will send to homeowners after building 200 restricted parking policy has gone into effect. Gerri will create guest parking passes.
 - **Discussed update on Hembree Village:** Gerri spoke to the Habitat Office in Roswell regarding the townhome for sale by a realtor. Habitat for Humanity does have the right to sell or re-assign the units. They decided to put this one on the market to generate income for Habitat.
 - **Update on web site -** Homeowners/realtors will be given Laura Donnelly’s email address.
3. **Discussed update on “new” resident letter:** Victoria revised letter based on suggestions by Ann House. Copies distributed to Board last month for review. Letter was approved for distribution to new owners.
4. **Signage:**
 - New community entrance sign update: The Board discussed some design options and potential locations for the new sign. Gerri will talk to Rodney Reese of Brumbelow/Reese & Associates, a local surveyor, once we are ready to request a permit. Randy Cowan of Cowan Signs will be meeting on site with Victoria and any other available Board members to determine best location and style. Gerri also spoke to Kenwin Hayes from the City of Roswell to let him know we will contact him when we are at the permitting stage. As a reminder, we spoke to Charles Fillis (referred by Neo) did have someone mark the boundaries of our property near the guard rail.
5. **Landscaping issues:**
 - Resumed non-drought schedule: (Fulton Co./not City of Roswell.) As of 6/10/09, 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.
 - Bldg 400 – parking island: Bradford pear tree has been removed. Alpharetta arborist approved tree removal p/ Wes Witherspoon. Roswell arborist hard to reach.
6. **Maintenance issues:** All requested work orders have been scheduled, completed or in process. Reviewd Action List for updates.
 - Fire Inspection done by Mike Fink. Report reviewed by Board. All work orders were completed and Mike Fink was sent confirmation.
 - Kenneth will check Ada’s loose railing on landing as requested. Kenneth plans to be on the property Tuesday, March 9th.
 - Kenneth will also check the fence behind the Leylands to make sure there are no new holes in the fence where trespassers can enter. Resident reported young male 18-20 yrs of age trespassing thru Leyland trees across from bldg 200 on Monday, March 1st. Police not called.
 - Mark of Drainage Solutions has still not been able to correct behind the 500 building due to the wet weather. He needs about 4 dry days.
 - There has been no new gate problems reported this past month. Cost to re-run the wire under the street for the call box is \$300. We will wait until we have new problems before this is done.
 - The dryer vents were cleaned out on February 25th. Mad Hatter sent report. Karen will follow up with them to inspect the units that are listed. The Board authorized extra charges to correct the additional items listed. Total cost is \$2079 before additional work completed.

- Discussed Melvin Banks issue with water coming onto his rear deck. Board reviewed request for a new gutter as well as Kenneth's report. Deck above their unit needs to be sealed.
- The concrete stains have been addressed by Kenneth.
- Mailbox lights out partially. Need to combine requests such as these with other work orders to reduce trip charge costs. Kenneth will fix on March 9th while on property.
- Discussed the possibility of replacing breezeway ceiling lights again. Kenneth is researching and hopes to have the light fixture to show David on their walk through, March 25th.
- Dumpster issues: Carpet bound & disposed of either Wed 3/3 or Thurs 3/4.
- Breezeway lights: (bldg 400/David's breezeway): all lights reported out on 2/27/10. Kenneth will inspect on March 9th while on property.

7. Status of Units:

- **Units for Sale at present :** #101, #102, #111, #217 , #225, #305, #316, #322 and #522. There is still no realtor code for #111 as of this date. Updates on foreclosure status to be given in Exec session.
- **New units for sale:** none
- **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)**

8. Financial Presentation as of March 8, 2010:

Operating Account Balance: \$ 6,573.47

- January and February Financials distributed to all Board members.
- Reviewed Victoria's comments/questions on bills paid in Nov & Dec.

Reserve Account Balance: \$ 143,925.68

- The Reserve payment of \$ 2,750 is paid through February 2010. We owe March and will check balances later in the month.
- 2010 monthly reserve allocation is \$ 2,750.00.

Contingency Savings Account: \$ 5,464.73

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

9. Reviewed Victoria's suggestion to reduce cost of pet waste removal. Suggested we reduce service

General Session adjourned at 8:15pm. Executive Session commenced at 8:15pm.

Minutes prepared by Victoria Boodoian, President, Hembree Creek Board of Directors (in absence of Board Secretary).