

## Hembree Creek Board of Directors Meeting Minutes – June 8, 2009

### GENERAL SESSION – commenced at 6:37pm; concluded at 7:20pm

**Present at meeting:** Victoria Boodoian, David Wurtenberg, Sherry Regel, Bill Ison, Robbie Hunt and Gerri Schwartz (Property Manager)

**Review & Adopt Minutes** – May meeting minutes have not been distributed, and Robbie to send to everyone and then proceed accordingly.

**Resident Directory** – No closings in 2009 to date, no updates to directory for distribution.

**New Speed Limit Signs** – order placed, delay due to machinery breaking down. The signs should be ready this week.

**Repairs to unit at Hembree Village & landscaping issues** – Gerri spoke to them on Friday, they are finishing the repairs and Habitat plans to take back the unit and re-sell it. Victoria spoke to Bettye Maye @ Habitat & Code Enforcement Officer with City of Roswell on 5/19/09. Grass has been cut. Victoria posted sign at bulletin board at mailbox with contact info for residents.

**Unit 315** – Gas grill on deck reported by residents on 5/25/09 (Memorial Day). Police called & warning letter sent to owner.

#### Landscaping Issues

- **2010 Landscaping Possibilities:** (proposals on hold/2009 landscape improvement budget \$5k): pool area, back of bldgs 2, 3, 4, hide sewers; remove dead junipers behind bldg 2 breezeway entrances; build arbors/ pergolas on trash pads & plants flowering vines; trellis for retaining wall to encourage wisteria; ivy, and jasmine to grow up wall. Other possibilities: bldgs 2, 3, & 4 –Install dogwoods/bushes or mulch to border wetland area; behind bldgs 3 & 4 – lay down mulch w/pavers & spot plant a few hostas per Wes Witherspoon.
- **Pine straw behind pool area:** Wes called Victoria to verify approval to put pine straw behind pool as instructed by Karen. Victoria canceled that order as it was not approved by Board. To schedule a walk through soon to do a walk through and evaluate the need for this. Possibility the funding for this to come from capital funds rather than operating funds.
- **Wes given authority to proceed with approved items from May meeting (\$2,750).** Victoria negotiated pricing with Wes. Victoria & Sherry gave update. In process/some items remaining (including mulch for bldg 5 & bldg 2 entryways).
- **Tony White #213 wants to add mulch outside of his door and plant a hosta plant:** He said he will water it and is seeking Board approval. Board agrees that something needs to go there and will replace it with other plantings instead. Hosta is a shade plant, not sun tolerant.

#### Maintenance Issues

- **Painting of deck railings and building railings:** delayed due to rain.
  - The crew has completed all of 100, 200 and 500. There are a few units in the rear of 300 and the front of 400. Weather permitting, this should be completed by Wednesday.
  - Unit #315 trellis & plant vines were removed, should be painted tomorrow.

- Victoria spoke to Ron regarding Board's concerns with mildew/sanding/board replacements, etc.... (bldg 2 done first to work out kinks/issues). This has been addressed by Ron. Some reported issues include: Sherry's bench was accidentally hit with white paint; Tata's posts painted only ½ way up (has been completed); Ada's unit (Jason met with Ada to resolve, will be fixed Tuesday); Ralph's furniture pushed against deck door so he could not open door (Jason has moved the furniture for Ralph).
- Ron ready to schedule the doors being painted. We currently have 11 people interested. Ron will check the one's on the work order list too.
- **Spoke to Bonnie to delay gutter repairs as instructed.**
- **Pool Issues:**
  - Pool code changed. Residents calling to get the new code, will bring updated list to the meeting, see new list.
  - Pest Control treatment is ongoing for the summer months.
  - Keith Smith had to repair breaker at the pool, this was done June 2nd.
  - Ladies bathroom plumbing backed up and was fixed by Marshall.
- **Drainage Solutions was called and will delay work:** Set up timeframe with Victoria & any other interested Board members to meet with Mark. Possibly complete in 2009 using capital funds or delay for 2010.
- **Unit 211 deck ceiling has been repaired:** Leak repaired and ceiling reattached.
- **Dumpster issues:** David suggested we paint fence around dumpster, but the Board has decided that this should be delayed until 2010. The dumpster lids are now straight.

#### Unit Updates

- **Units for Sale at present** : #101, #111, #102, #212, #217, #218, #225, #305 and #406. All other realtor codes were deleted and new codes assigned. #318 is still off the market, will check status of foreclosure for the meeting. There is still no realtor code for #111 as of this date, but we have assigned a realtor code for #225.
- **Units that can be rented**: #324 has renewed his lease, expires 1/31/2010. Copy received. #212 can rent but the unit is currently for sale. A new realtor is involved.
- **New units for sale**: None reported to date.
- **Contracts**: #218 had a contract to close on June 5<sup>th</sup>.

#### Financial Presentation as of June 8, 2009:

**Operating Account Balance: \$2,473.23** The May income and expense report indicates that we are now under budget \$ 8,304.30, even with the water being over budget and legal (the retainer). Insurance is now in line.

**Reserve Account Balance: \$144,990.51** The Reserve payment of \$ 2,750 is paid through June 2009. We continue to be caught up, will try to pay all remaining bills this month. 2009 monthly reserve allocation is \$ 2,333.34. (Board lowered monthly reserve allocation for 2009 in order to absorb costs & not increase monthly dues). 2009 monthly transfer will be \$2,750 (\$2333.34 reserves & \$416.67 loan to cover 2008 variance). \$5k borrowed from Reserves in December 2008 to pay off remaining landscape bills and legal fees. Additional \$416.67 will be allocated monthly to Reserve account to re-pay these funds. Board agreed to lower landscape improvement line from \$10k to \$5k to cover expense.

**Contingency Savings Account: \$2,949.64** We will be transferring \$416.66 monthly to this fund from the operating budget. Funds have been transferred through June 2009. No funds used to date in 2009. Confirmed amount to be used for the landscaping improvements authorized last month.