

Hembree Creek Board of Directors Meeting Minutes – July 13, 2009
GENERAL SESSION (6:30pm – 8:30pm)

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

Review & Adopt Minutes – May and June minutes approved.

Open Forum – Ann House from unit 312 suggested (1) we post a sign at the parking spot next to the mailbox indicating it is for post office vehicles; and (2) put together a more comprehensive FAQ document regarding architectural controls, etc. Instead the Board suggested that the letters to new residents give an overview and refer them to the governing documents.

August Bills – reminder about pool usage; no gate code exists for residents, residents can have cell phones programmed for the gate.

Proposed Amendments – The Board decided to concentrate on the financial audit amendment this year and perhaps the staggered term amendment next year so as not to confuse or overwhelm homeowners. Gerri will review and/or revise the financial audit amendment, present it to Michael, and send back out to the membership in September. Board is considering having Jack Houseal, CPA who did our last audit, attend the annual meeting and explain to the homeowners why he recommends we do not need an annual audit which will save the Association approx \$1,500 p/year.

Resident Directory – Only one unit closed in 2009 to date, unit #218. Working Solutions will update resident directory soon and distribute to the Board.

New Speed Signs – received and installed.

Repairs and Landscaping at Hembree Village – Habitat plans to take back the damaged unit, make repairs, and resell it. Grass has been cut, and Victoria posted a sign at the mailbox giving residents the Habitat contact info.

Sprinkler & Fire Hydrant Inspection – City of Roswell completed their inspection. Wes will need to cut back plant material from fire hydrants. The sprinkler wrenches were taken and need to be replaced. Affordable Fire Protection will be on site Thursday, July 23rd. Working Solutions will call the central station to put the alarms on test for that day.

Landscaping Issues:

- Water ban lifted. Regular water use schedule in place per Fulton Co. Water Dept.
- Update on 2009 work to be approved – (proposals on hold/2009 landscape improvement budget \$5k): work approved at the June Board Meeting has been given to Wes. Victoria did negotiate the price and we will pay the invoice using the contingency fund. The Golden Mops that is at the pool will be transplanted

elsewhere on the property at no charge and the new plants for the pool area will be planted next week. Mulch for the middle islands and lirioppe in front of #213 will be installed next week. Wes was on vacation and just returned.

- Pine straw behind pool area postponed – recommended by Drainage Solutions
- Junipers by unit 418 inspected and cleared of weeds.

Maintenance Issues:

- Door Painting – reviewed list of door frames and doors that need to be painted. Agreed to pay for the painting of the door frames as that is Association property. Doors are the homeowner's responsibility. There are few units that need the doors painted, but they are not critical or falling apart. Letter will be sent to residents to sign up to have their doors painted at their cost (\$50 for one side/\$60 for both sides).
- Deck and Building Railings – board agreed to pay remaining \$600 from Ron's invoice of \$1650, which is the additional labor and materials from doing the top deck railings.
- Reviewed estimate from Drainage Solutions – Estimate needs to be revised to remove areas where grass will not be replaced behind buildings 3 & 4. Will look at budgeting this as a capital expense.
- Stain Dumpster Fence – agreed to have Ron to stain the fence a natural color. Ron will provide an estimate.

Units for Sale at present:

- #101, #111, #102, #212, #217, #225, #305 and #406. All other realtor codes were deleted and new codes assigned. #318 is still off the market. Still no realtor code for #111. Realtor code has been assigned to #225.
- **New units for sale:** None reported since last meeting.
- **Contracts:** None
- **Units approved for rental:** Unit #324 lease renewed (expires 1/31/2010). Unit #212 is currently for sale with a new realtor involved.

Financial Presentation as of July 13, 2009: (Gerri will schedule annual audit for July/Aug.)

Operating Account Balance: \$ 2,703.38

- The June income and expense report indicates that we are still under budget \$ 1,085.95, even with the water being over budget and legal (retainer). Insurance is now in line. Will continue to monitor water usage.

Reserve Account Balance: \$139,737.50

- The Reserve payment of \$ 2,750 is paid through June 2009. Transferred \$416.66 for July and will transfer the remaining \$2,333.34 as soon as cash flow permits.
- Transferred \$5,850 for the Railing Project, thus far. Did not transfer the recent payment of \$600 as of yet. Will be transferred when Board determines final payment.
- 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 total 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. The additional \$416.67 will be allocated monthly to Reserve account to re-pay these funds. Board agreed to lower 2009 budget for landscape improvements from \$10k to \$5k to cover expense.

Contingency Savings Account: \$ 2,123.66

- Transferring \$416.66 monthly from operating budget. Funds transferred through 7/2009.
- \$ 1,243.75 used to date in 2009 as approved for landscaping improvements at our June Meeting.

Minutes prepared by Robbie Hunt, Secretary, Hembree Creek Condominium Association.
Revised by Victoria Boodoian, President, Hembree Creek Condominium Association.