

Hembree Creek Board of Directors Meeting Minutes – August 10, 2009
GENERAL SESSION (6:30pm – 7:40pm)

Present at meeting: Victoria Boodoian, David Wurtenberg, Sherry Regel, Bill Ison, and Robbie Hunt. Gerri Schwartz absent due to medical reasons.

July Board Minutes – Robbie will email to Board this week.

New Resident Letter – reviewed letter Ann House wrote containing a more comprehensive list of architectural controls, etc... which she suggested be mailed to new residents. Victoria will review/revise and present at September Board meeting.

September Bills – Let residents know water bills are going up and need to keep water usage down in order to keep our fees in line.

Proposed Amendment: Board will present Financial Audit amendment to membership at Annual Meeting. Gerri working with Michael to revise letter and will bring to September Board meeting to review. Jack Houseal, CPA, has been authorized to begin the annual audit as required by our by-laws. He has been confirmed to attend the Annual Meeting in November and will address membership explaining his suggestion to change our bylaws which will save the Association \$1,500 per year.

Resident Directory: Only one (1) closing thus far in 2009. Contract on #212. Working Solutions will update directory and distribute to the Board at next meeting.

Reviewed quote for signs – Will put the “Caution Speed Bumps” and the “Speed Limit” signs on the same posts to eliminate need for multiple signs and reduce costs. Move the “No Soliciting” sign from the metal post to the brick column on front gate entrance – underneath the towing sign. “No Soliciting” sign technically not located on our property.

Bridge Project Update – Georgia Power contacted Working Solutions at 2:00pm on 8/06/09 to turn power off on the spot in order to move cable at the bridge. Elysia and Victoria negotiated with Georgia Power to schedule the outage on Friday, August 7th from approximately 10:00am–12:00pm to give Board time to notify residents. Notice was posted at the mailbox. Victoria, Sherry, and David notified homeowners on 8/6/09 by knocking on doors & stopping cars entering the property.

Hembree Village – Victoria contacted the City of Roswell Code Enforcement office. They were issued a three-day notice requiring them to cut grass and trim curb areas.

Opening Gates on Weekend – one realtor suggested we keep the gate open on weekends to make it easier for potential buyers to access. Due to events earlier this year at Hembree Village, combined w/number of trespassers currently reported & large holes found in property fence, Board tabled further discussion until bridge work is completed.

Community Wide Open House – Victoria suggested possibility of having a community wide open house with all participating realtors. She will contact the specific realtor about the idea. Board would support opening gates for one or two weekends and promoting the event.

Reviewed July Action List – items have been completed or scheduled.

Affordable Fire/Annual Inspection – has been completed. Waiting on formal written report. Gerri received verbal report that everything has been addressed from Mike Fink's report (City of Roswell Fire Dept).

Landscaping Issues: Water ban lifted/resume non-drought schedule: Per Fulton County – As of June 10th, Mon–Wed–Sat > even or un-numbered addresses; Tues – Thurs – Sat > odd numbered addresses. No specified time of day; discouraged between 10am–4pm.

- Outstanding items to be completed soon: replace dead shrubs by buildings 2 and 5 (lorepetalum & liriopae) ; install another lorepetalum in front of Tony White's front porch in building 2; relocate two boxwoods at entry sign to behind building 2 back breezeway entrance to replace dead junipers.

Maintenance Issues – All requested work orders completed or scheduled.

- Painting of deck railings/building railings – Completed as well as doors for the homeowners (at their expense) and common area doors that were approved. Some door frames also painted at Association expense. All payments issued to Ron except for \$300 that will be paid in August. Back billing residents for door and any elected door frame painting. Some residents wanted their door frames painted even though not deemed necessary by the Board therefore not included in this project.
- Reset the gates so they close within 6 seconds only if this can be done remotely.
- Drainage Solutions – reviewed the proposal from Drainage Solutions which can be classified as capital improvements rather than operating expense; Board voted to begin the project in 2009.
- Potholes – will repair sometime in September, weather permitting. Will obtain quote from Drainage Solutions.
- Authorized mailbox area to be cleaned up & rust removed. Lights were replaced on 7/31/09.
- Gutter Cleaning – Board authorized Bonnie to clean gutters as soon as possible.

Financial Presentation as of July 13, 2009:

Operating Account Balance: \$ 789.80

- July income/expense report indicates under budget \$ 6,065.00 –even w/water being over budget and legal (the retainer). Insurance is now in line. Monitoring water usage.

Reserve Account Balance: \$ 139,027.50

- 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 \$ 9,660.00 for the Railing Painting Project, including the \$600 payment that was paid in \$300 increments.
- 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. Additional \$416.67 will be allocated monthly to Reserve account to re-pay these funds. Board agreed to lower 2009 budget landscape improvement line 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 for approved landscaping improvements (June Meeting).

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