

## Hembree Creek Condominium Association: Board of Directors Meeting Minutes— August 9, 2010

### GENERAL SESSION: 6:36-7:30 pm

**Board Members Present:** Victoria Boodoian, David Wurtenberg, Laura Donnelly, Bill Ison and Gerri Schwartz of Working Solutions.

1. **Open Forum:** Victoria commenced meeting. (Announcements/Handouts/Residents to address Board).  
City of Roswell - Crimereports.com
2. **Recurring Monthly Business:**
  - **Neighborhood Watch:** Presented in 2008. No new volunteers have come forward. Current volunteers: Ada D’Aniello – bldg 200/1<sup>st</sup> breezeway; Lea Trevino – bldg 300; Janet Decker - bldg 400/1<sup>st</sup> breezeway; Roxanne Rosenberry – bldg 500. No new information to date.
  - **Reviewed and adopted minutes:** May, June and July minutes will be presented when they are completed. March minutes are also in the process of being completed.
  - **Resident Directory:** Three closings in 2010 to date. New homeowner’s directory distributed to Board.
  - **Vehicle ID stickers:** No new issues. David will perform inspection when weather gets cooler.
  - **Hembree Village Updates:** No updates.
  - **Remotes for Gate:** David turned in money for one remote. 2 more remotes were ordered.
  - **Website Updates:** Homeowners/realtors will be given Laura’s email address.
2. **New welcome letter and re-sale letters:** Gerri will assist Victoria with revisions regarding outside modifications.
3. **No mail delivery issues have been reported since the last meeting:** Contact Lisa Allen, delivery supervisor for 30076 (770.641.0372). No new issues have been reported.
4. **Entry Gates:** No new issues have been reported. List with Southeastern updated.
5. **Resident Communications/Issues:** All correspondence received discussed in Exec Session.
6. **Pool Update:**
  - The mirror installation has not been approved by the Board.
  - A 2 Z pressure washed the pool area and pool furniture.
  - Board will review the need for new furniture for the next pool season.
  - 24/7 is treating the pool area monthly for the pool season.
  - Pool equipment was finally moved to back right fence per Victoria and Wes’ instructions.
7. **Signage:**
  - New community entrance sign update: The sign location needs to be modified, since the tree will not be removed at this time. Victoria to meet with the mason, Jeff McCampbell, 404-218-1425, to re-stake the location. Need to send Cowan Signs their deposit and authorize starting and the permit process. Gerri will talk to Rodney Reese of Brumbelow/Reese & Associates, a local surveyor (770-475-6817) once we are ready to start the project. Cowan will also contact Kenwin Hayes from the City of Roswell (770-594-6437), when we are at the permitting stage. As a reminder, we spoke to Charles Fillis (404-696-5985) who was referred by Neo. Boundaries are marked.
8. **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.
  - John from Chipper Tree Service has completed the project and he has been paid the approved price of \$16,080. Also spoke to John and it is not necessary to put anything on the areas where limbs were cut.
  - Wes laid the wood chips generated from the tree project at a cost of \$3,000. Invoice to be paid from Capital expense fund.
  - Gerri will follow-up with Wes regarding when mulch will be treated for termites.
9. **Maintenance issues:** All requested work orders have been scheduled, completed or in process.
  - Kenneth is checking on any energy saving rebate for new lights.
  - Pressure washing has been completed as proposed. There were no complains reported.
  - Dirty Works schedule continues to be bi-monthly. Board will monitor any noticeable changes.
  - All work orders have been addressed.
10. **July Action List:** Reviewed
11. **Status of Units:**
  - **Units for Sale at present :** #101, #102, #206, #217, #225, #305 and #322.
  - **Units that can be rented:** #324 & #328.
  - **New units for sale:** #206

- **Current contracts:** #217
- **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 (2):** 111, 316 and 522.

**12. Financial Presentation as of August 9, 2010:**

**Operating Account Balance: \$ 5,370.50**

- July Financials distributed to the Board at the meeting.
- Addressed any financial questions presented.
- Board approved the 2009 audit since amendment did not pass. Budget is \$1,400.
- We are over budget \$3,544.87 through July. Some of this will stabilize, but with cash flow being affected by the foreclosures, we have not been able to catch up with reserve payments yet. Will continue to try.

**Reserve Account Balance: \$ 131,147.67**

- The Reserve payment of \$ 2,750 is paid through May 2010. Gerri will check balances later in August to see if more can be transferred. We will catch up on the reserve payments as soon as cash flow permits.
- Paid for the \$16,080 out of reserves in July to pay Chipper Tree Service.
- 2010 monthly reserve allocation is \$2,750.00.

**Contingency Savings Account: \$ 2,682.57**

- Transferring \$ 416.66 p/mos from operating budget. Funds transferred through August.
- 2010 allocation is \$ 416.66 per month.
- Wes was paid out of this account for \$4,869. We have not been able to pay anything back to this account to date.

**General Session adjourned at 7:30. Executive Session commenced at 7:35.**