

Hembree Creek Condominium Association: Board of Directors Meeting Minutes - October 13, 2008
General Session 6:30- 7:25 pm / Executive Session 7:25 – 8:45 pm

Board Members Present: Victoria Boodoian, David Wurtenberg, Robbie Hunt, Sherry Regel and Gerri Schwartz (Property Manager).

GENERAL SESSION:

1. **Open Forum** – Victoria commenced meeting with statement explaining object of open forum and need for respectful dialogue between residents & Board members. – No homeowners present
 - Announcements/Handouts
 - Neighborhood Watch – 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
 - Residents who wish to address the Board - None
2. **Update on sprinkler recall**, there is still no further update from Affordable Fire Protection.
3. **Reviewed and adopted minutes** from September Board Meeting via email. Victoria emailed to Laura Donnelly for posting to website. Sherry Regel posted at mailbox.
4. **October Bills:** Include reminder notice of Resident Annual Meeting in November bills.
5. **Previous communications:** Amendment information sent out as approved. Follow-up letter will be sent to those homeowners that did not respond requesting return of ballot before annual meeting. To date, we have 35 total votes and the breakdown is as follows: Staggered terms: 28 yes votes and 7 no votes; Financial review: 23 yes votes and 12 no votes.
6. **Update Resident Directory:** No closings this year; no new Homeowner Directory included.
7. **Discuss update of vehicle ID stickers:** Reviewed current list of vehicles with ID sticker information. #121,#306, #402 and #525 have been addressed. Working Solutions will follow up with #324 to see if resident has new tag before the meeting.
8. **Remotes for Gate:** David commented on remote warranty; if homeowner has a problem with a remote they received initially, it is homeowner’s responsibility to replace. If homeowner has purchased a replacement remote and there is an issue, they will receive a new one at no cost.
9. **Mailbox memo holder missing after storm week of 7/23/08.** Robbie to replace at cost to Association.
10. **Discussed update on web site -** Laura Donnelly’s email is. Homeowners and realtors will be given this email address to communicate with her.
11. **Affordable Fire and Southeastern Wiring have completed their work.**
12. **Hold back check for \$5,920.28 from CAU received and deposited (for roof replacement).**
13. **Property inspection with Ron Lockwood and David Wurtenberg completed on Thurs, Sept 18th.** See results under maintenance.
14. **Pool closing date letter sent out; pool to close, Monday, October 13th.** Letter were sent out to residents include update on amendments and parking sticker policy, as well as pool closing date.
15. **Hembree Rd bridge project update.** Robbie advised Board. Roswell Mayor said project should begin in the next 2-3 months.
16. **Reviewed September Action List.**
17. **Landscaping issues:**
 - **Water ban update.** (FYI - We follow Fulton County – not City of Roswell.)
 - **Update on work approved:**
 - Just received all of A+ Lawn Care, Inc bills for improvements and watering. They are factored into the 2008/2009 budget worksheet. Board approved new 2-yr contract using A+Lawn Service from Nov 1, 2008-Oct 31, 2010 @ \$1,250 per month.
 - Wes Witherspoon does not feel any additional trees need to be cut down.
 - Lee Friends cut down the tree behind the 100 building as proposed.
 - Board previously approved installation of purple & yellow pansies (per 9/23/08 email) at both flower beds inside the gate. Entrance is to be left bare due to bridge project. – Planting to be by end of October.
 - Board also previously approved via 9/23/08 email the removal of dead hosta’s on big island & installation of 3 lorepelum on each end (total of 6).
 - Wes Witherspoon to get signs made thru a friend for free (or very cheap) to post along area when pesticide or weed killer has been sprayed.

- **Proposals still on hold –** (Fall 2008 or Spring 2009): pool area, front/entry ways of buildings 2 & 5, back of bldgs 2, 3, 4, hide sewers, build arbors on old 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. Build pergola on old trash pad in rear of property.

18. **Maintenance issues:** All work orders requested have been set up, completed or being worked on.

- **Review outstanding items to make sure they are addressed.**
 - Breezeway ceiling light fixture in bldg 200 that was previously missed (outside unit 223) has been cleaned.
 - Mailbox was repaired from the squirrel damage.
 - Lights have been replaced at mailbox & timer/sensor adjusted.
 - Bench by mailbox was stained/sealed.
- **#312 bridge/wood deck entry way will be sealed as proposed.**
- **Bonnie checked the gutters reported by Kenneth-** Gerri will follow-up with Bonney to make sure Building 200 and Building 400 gutter repairs were made.
- **Discussed results from property inspection completed on 9/18/08 for maintenance items and architectural control violations (performed by Ron Lockwood and David Wurtenberg)**
Received bid from A2Z for \$2200. Ron Lockwood's bid is \$3500 includes all material & labor. Additional \$425 to paint & \$150 to remove spider webs. Board approved A2Z's bid for pressure washing. Board will discuss additional work to be completed after buildings are power-washed (to include additional painting and removal of spider webs, etc...). Letter will be sent to homeowners advising of tentative date for power washing with reminder to clear the decks and close all windows and put towels under doors too ensure no water gets into units. Courtesy phone calls and letters will be sent out to homeowners who are not in compliance with architectural controls.
- **Keith has stored light fixtures in the shed.**

19. **Units for Sale at present :**

#101, #102, #212, #218, #224, #305, #318 and #406. All other realtor codes were deleted and new codes assigned. #111 is still not for sale, will keep Board posted.

Units that can be rented: #324 has renewed his lease, will expire November 30, 2008.

New units for sale: None reported to date. New Sales Policy Letter being sent to owners and gate codes assigned for realtors when reported.

Contracts: None have been received.

Units Sold in 2006 (18): #113, #114, #122, #124, #201, #206, #214, #226, #302, #312, #315, #317, #322, #327, #406, #412, #423 and #511.

Units sold in 2007 (14): #114, #213, #216, #217, #305, #315, #328, #411, #412, #413, #414, #422, #513 and #527.

Units sold in 2008: none to date.

20. **Financial Presentation as of October 13, 2008:**

Operating Account Balance: \$ 2,264.37

- Reviewed September 2008 income and expense report. September Financials distributed to all Board members. Addressed any financial questions presented.

Reserve Account Balance: \$ 128,545.76

- Reserve transfer has been made through October, 2008. Reserve allocation budgeted amount for 2008 is \$ 2,750. This is the budgeted amount. Monthly transfer is \$ 3,222.17. This includes the funds not transferred in 2007.

Contingency Savings Account: \$ 8,607.20

- Transferring \$ 416.66 monthly to this fund from the operating budget. Funds have been transferred through October, 2008.

General Session adjourned at 7:25. Board of Directors commenced Executive Session at 7:25pm. Minutes prepared by Sherry Regel, Secretary, Hembree Creek Board Of Directors. Revised by Victoria Boodoian, President, Hembree Creek Board of Directors.