

Auburn Hills Swimming Facility Master Association (AHSFMA)

Board Meeting – Monday December 10, 2012

Meeting was called to order at 6:30 PM at the Legend's Clubhouse.

Board Members Present:

Tim Clark – President (President of Fairway) John Oborny – Vice President (President of Enclave)
Sarah Funke – Treasurer (Director at Large) Linda Flick – Secretary (Representative for Stoneleigh)
Sara Kepley – Director at Large (President of Legends/Meadows)

Absent:

Richard Chrisco – Director at Large, excused (Voting Proxy submitted)
Vacant - Ironwood

HOA Management Present:

Rodney Wright

Approval of Minutes:

- **Motion: To approve the Minutes from September 10, 2012 Board Meeting.**
- **Vote: Motion Approved Unanimously.**
- **Resolve: Minutes to be posted on website.**

HOA Management reports by Rodney Wright:

- Written reports were distributed to board members including balance sheet, a check register with detail, income statement, new resident list, unpaid dues with addresses, and unpaid dues and penalty fees to date and resident prepaid HOA dues. (maintained by the HOA Management for the Association)
- HOA Management electronically sends reports on a monthly basis to the Board of Directors for review.
- Rodney distributed the Open Case Acknowledgement Report. All accounts with overdue balances have been notified by the collection agency and continue to be contacted. 3 have paid. Total current balance is \$14090.37. Delinquency rate at 2.17% of the entire membership for 2012.
- Rodney reported he hired vendor to clean the Meadow's Clubhouse floor for \$70.00. Stated he may be suggesting a change in cleaning companies. Reports a few complaints and all pertaining to dirty floors at the clubhouses.
- Sarah Funke reported that she and HOA Management are working with vendors to improve timing of invoicing and payment.
- **Motion: To approve the Balance and Income Statement provided by HOA Management.**
- **Vote: Motion Approve Unanimously.**
- **Resolve: After discussion the Board was satisfied with the reports presented.**

Treasurer's Report given by Sarah Funke:

- Sarah updated budget spreadsheet summary (December projected). Budget revisions and updates were approved. Estimated Cash after Yearly 2012 Expenses \$39563.84. (Reports maintained by the Treasurer for the Association)
- Sarah reviewed projected budget for 1/1/2013 – 12/31/2013.
- The Board suggested using the insurance reserve money to repair rotting wood panels on the outside of Legends clubhouse and the Enclave bathhouse.
- After discussion the Board will budget 3,000.00 for landscape maintenance for tree and shrubs.
- John Oborny presented a preliminary outline and example for surveillance at each pool site. After a lengthy discussion reviewing the costs and the badge system already in place that keeps track of day time activity, it was decided that John would research first the non-functioning system already in place. New system was not budgeted at this time.
- Sarah reviewed the history of pool maintenance (report on file). The Board discussed pool liner replacement schedule for budgeting proposes. The liners for the children's pool at the Meadows and Enclave will be replaced in 2013. The Fairways adult pool will be closely monitored.
- It was suggested that pre-approval of pool liner patching by our pool vendors needs to be implemented to avoid water loss and increased water bills. The Board agreed.
- Sarah proposed a monthly payment plan toward paying off the mortgage loan if the members approve changing from Legacy Bank to Mutual of Omaha Bank (MoO). The Board will finalize decision at the next Board meeting.

(Continue Treasury's report and discussion)

- The current loan is with Legacy Bank in Wichita (three year term interest rate at **6.25%**) due to mature on May 15, 2013. **A new proposed loan with MoO would be a 15 year loan at the a fixed of 5% for the first 10 years and the last 5 years would be fixed based on US Treasury Constant Maturity in effect on the fifth business day prior to closing plus a spread of 3.0%** (all loan records are maintained by HOA Management). Based on the findings from the Reserve Study report dated September 14, 2012 (report maintained by HOA Management), MoO determined the dues must be raised \$26.00 - \$28.00 to ensure enough funds are kept in reserve to maintain the facilities during the life of the loan. Rodney stated that Legacy Bank could not match MoO's terms.
- **Motion: To increase the dues \$26.00 a unit (Article IV, Section 4.2 (A) for the some of \$356.00 yearly per unit.**
- **Vote: Motion Approved Unanimously**
- **Resolve: After a lengthy discussion the Board decided to approve the increase to meet MoO terms.**
- **Motion: To approve proposed Budget for 2013**
- **Vote: Vote Unanimously**
- **Resolve: A projected 2013 budget has been prepared as required by the bank, if members agree to close on the loan with MoO.**

Unfinished Business:

- Lock system at the Fairways will be installed by spring.
- Basketball goal sold and the proceeds will go back to the Association.
- Discussion on the Meadow's landscaping needs. No action taken at this time.
- Lawn care and pool bids for 2013 were reviewed and will be selected at the spring board meeting.
- **Motion: Accept the HOA Management written proposal. (Maintained in the HOA Management records for the Association)**
- **Vote: Approved Unanimously**
- **Resolve: The Association will pay HOA Management \$600.00 per month for their services and/or requested by the Board of Directors. Charge for services will be reviewed in two years by HOA Management.**
- **Motion: To sign the commitment letter to Mutual of Omaha Bank dated December 5, 2012 and approved a check for the amount of \$750.00 to MoO.**
- **Vote: Approved Unanimously**
- **Resolve: After a lengthy discussion and careful analysis the board was satisfied with the terms set forth by the Mutual of Omaha Bank and will proceed with the signing of the commitment letter and payment of money.**
- After reviewing the Attorney's opinion regarding Article V, Section 5, 1 F of the Bylaws, a majority of the Members of the Association approve same by vote or written consent at meeting duly called for such purpose. The Board moved to hold the Annual Members Meeting on January 5, 2013 10:00am at the Auburn Hills Golf Course Clubhouse.

New Business:

- Rodney reports on cleaning of the clubhouses.
- Stoneleigh has requested that the property around the Enclave pool be mowed on Thursdays during the season so that watering both properties can be coordinated. During the year the **property line** between the two properties was not mowed at times due to standing water.
- 2013 Board Meetings will be February. 11th, March. 11th, May 13th, June 10th, August 12th, September 9th, December 9th. All dates are posted on the website calendar for time and location.

Next meeting will be The Annual Members Meeting on January 5, 2013

Meeting adjourned at 9:30PM

Minutes submitted by: Linda Flick