

HIGHLAND POINTE RECREATION ASSOCIATION, INC.
Board of Directors and Budget Meeting
Minutes

Monday, April 9, 2012

Board Members in Attendance: Mr. Tom Haslach, President; Ms. Paula Robin, Clubhouse; Ms. Kimberly Jordan, Treasurer; Mr. Matt Tock, Pool; Ms. Judy Taylor, Tennis; Ms. Melanie Smith, ACC; Mr. Steve Laufersweiler, Grounds; Mr. Steve Fincher, Social; Ms. Rhonda Hester, Administrator and Ms. Beth Roedersheimer: Administrative Assistant.

The meeting was called to order at 6:39 pm.

Guests in Attendance: Beth Fulghum, Jonathan Mikula, Adam Boze, Robert Hattersley, Jeff Armistead, Sean O'Grady, Idamae O'Grady, Terry O'Grady and Ryan Rogers.

Guest Presentation: Beth Fulghum requested that Highland Pointe purchase additional pine straw for the path between the Grove and the recreation area. Adam Bose and Jonathan Mikula of M&M Vending presented their proposal to install vending machines in the lower clubhouse for residents use. They are independent of any affiliations, therefore, they can offer any brand of refreshments. They can put the machines in at no cost to Highland Pointe and will maintain them on a weekly basis. Adam Boze is a HP resident, so if there is a problem with one of the machines, he will be able to service it quickly. They have their own liability insurance and Highland Pointe will receive 10% of the profits. Sean O'Grady, also a Highland Pointe resident presented a proposal for landscaping and maintenance. He is affiliated with Turf Tech Landscaping. Ryan Rogers would like to start a play date group within the neighborhood. He is willing to organize an informational meeting.

Approval of Minutes:

Ms. Taylor made a motion to approve the minutes of the March 9, 2012 Board Meeting. Ms. Robin seconded the motion and it passed unanimously.

Monthly Budget Update:

Ms. Jordan presented the income received and the expenses incurred during March, 2012. The report was accepted as information. Ms. Jordan proposed making a pool improvement account to split the cost of the Card Access System between the pool, tennis and clubhouse. Ms. Jordan is working on the new budget and will present that at the May board meeting.

	Budget FY 11-12	Actual (as of 3/31/12)
HPRA Income	\$89,000.00	\$ 92,633.83
HPHOA Income	70,700.00	74,451.82
Other Income	<u>1,000.00</u>	<u>448.25</u>
Total Income	\$160,700.00	\$167,533.90
 HPRA Expenses	 \$89,403.00	 \$101,369.22
HPHOA Expenses	64,026.00	58,244.58
Other Expenses	<u>0.00</u>	<u>0.00</u>
Total Expenses	\$153,429.00	\$159,613.80
 HPRA/HPHOA Net Income	 <u>\$7,271.00</u>	 <u>\$ 7,920.10</u>

The following shows the breakdown of HPRA expenses vs. budget for the period ending March 31, 2012:

	Budget FY 11-12	Actual Expenses (as of 3/31/12)
<u>HPRA Expenses:</u>	\$89,403.00	\$101,369.22
Clubhouse	11,350.00	20,630.98
Tennis	2,500.00	2,005.75
Social	6,500.00	5,774.69
Pool	30,250.00	32,842.18
Operations	32,900.00	28,576.48
Grounds	6,900.00	11,539.14

The report was accepted as information only.

Discussion of Action Items

The following is a summary of the items discussed and the actions taken.

- The Board discussed implementing police patrols during the summer months. The officers will address speeding, stop sign and parking violations, loitering in the common areas after hours and general safety. Ms. Roedersheimer will coordinate with the Cobb County Police to set up the schedule and provide payment to the off-duty policeman. Ms. Smith made a motion to spend up to \$2000 for police patrol during the summer months. Ms. Hester seconded the motion. Motion passed.
- Mr. Laufersweiler made a motion to purchase 25 additional bales of pine straw for the area between the Grove and recreation area. Ms. Jordan seconded the motion and it passed. This area has not had pine straw in a couple of years. He reminded the board that the Trail Workday is April 21st at 10:00 am.
- Mr. Haslach asked each board member to submit suggestions for the ongoing project list.
- Mr. Fincher reported the Spring Fling is scheduled for May 5th. There will be children's activities in the afternoon (snow cone machine, face painting, races, games and jumpy house). The evening event at the Clubhouse is for adults only and is open to all Highland Pointe residents.
- Ms. Taylor said the new on-line reservation system for reserving court time will begin June 1.
- Ms. Robin reported the diaper changing stations in both restrooms in the lower clubhouse have been installed. She is suggesting the carpet in the exercise room be replaced and the room painted. The board said they would donate their time to paint. She will also make instructions on how to operate the TV in the exercise room and post them close by. Casteel Heating & Air is coming April 7, 2012 to do their bi-annual inspection.
- Mr. Tock reported that CGCAV will begin installation of the Card Access System next week. Ms. Roedersheimer will provide a list of all HPRA members to each board member and Nautix Pools. The implementation is on schedule to be operational by May 1.

Ms. Robin discussed the vending machine proposal for the lower clubhouse area. Several questions were posed that need additional input:

1. Is there a contract and what are the upfront costs?

2. How often it is serviced?
3. When are profits paid?
4. Can we choose the items for the vending machine?

Ms. Robin received the information and shared it with the Board via email. Ms. Taylor made a motion to have M&M Vending put two vending machines in the downstairs hallway of the Clubhouse...one for drinks and one for snacks. Ms. Jordan seconded the motion and it passed.

- Ms. Smith had 1 ACC request needing approval: 4210 Long Branch Court-replace the front stoop and remove the bushes. Ms. Smith made a motion to accept the ACC request and Ms. Hester seconded the motion. Motion passed.
- The Board discussed allowing non-residents to rent the clubhouse at a higher rental rate. Non-residents will not be able to rent the clubhouse in May and December or any holiday. Non-resident reservations cannot be made more than 1 month in advance with all HPRA activities taking priority. Ms. Hester made a motion to allow non-residents to rent the clubhouse for \$100.00 (8:00am – 4:00 pm) and \$200.00 (5:00pm – 2:00am). Mr. Tock seconded the motion. Motion passed.

Having no further business to discuss, the meeting was adjourned at 9:22 pm.

Next Board Meeting:

Monday, May 7, 2012

6:30 p.m. - 8:00 p.m., Clubhouse