

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

Monday, February 10, 2014

Board Members in Attendance: Ms. Paula Robin, President; Ms. Sandy Carpenter, Vice-President; Mr. Paul Amoruso, Treasurer; Ms. Melanie Smith, Membership; Mr. Steve Fincher, Ground; Ms. Angie Bizot, Clubhouse; Mr. Matt Tock, Pool; Mr. Dave Gunnells, Tennis; Ms. Vivian Pacifico, ACC and Ms. Beth Roedersheimer, Administrative Assistant.

The meeting was called to order at 6:31 pm.

Guests:

Jamie Lyons, Cori Alston & Dan Raby

Guest Presentation:

Ms. Lyons spoke to the Board concerning answering emails in a timely manner and instructed us in a more efficient way to communicate with her if she is not in the office. If she does not answer the phone, press 0 and ask for her secretary and set us a conference time. This will allow Highland Pointe not to be charged as all phone calls to the office are free. Ms. Lyons will provide Highland Pointe with an estimate as to what each job or request will cost before the research or work is done. Ms. Lyons will work with Ms. Smith on the membership drive getting the new forms completed. Ms. Lyons also spoke about the North Lake Dam's notice of being sold on the court house steps in March because the owner has not paid the taxes in several years. Highland Pointe is still listed as Operator of the dam. Ms. Robin spoke to Cobb County as they do not have the property listed as a dam. They have now classified it as an out lot and it will not go to the Court House steps in March. Ms. Lyons stated that a judge could make a Quiet Title, which they decide who owns the property.

Mr. Raby asked the Board to take action to terminate and/or rescind operatorship of the North Lake Dam. He presented a letter written to the DNR in 1993 asking that Highland Pointe be removed as operator. There was no response from the DNR.

Approval of Minutes:

Mr. Tock made a motion to approve the minutes of the January 13, 2014 Board Meeting. Ms. Carpenter seconded the motion and it passed unanimously.

Monthly Budget Update:

Mr. Amoruso presented the budget and reported there should be \$10,000 left at the end of the fiscal year and would be used toward the deck construction. He will begin getting insurance quotes to see if there are cheaper policies.

	<u>Budget FY 13-14</u>	<u>Actual (1/31/14)</u>
HPRA Income	\$ 88,400.00	\$ 93,212.08
HPHOA Income	82,600.00	88,693.90
Other Income	200.00	61.96
Total Income	<u>\$ 171,200.00</u>	<u>\$ 181,967.94</u>
HPRA Expenses	\$ 91,145.00	\$ 63,788.39
HPHOA Expenses	80,024.00	80,038.37
Total Expenses	<u>\$ 171,169.00</u>	<u>\$ 143,826.76</u>

HPRA/HPHOA Net Income	\$	<u>31.00</u>	\$	<u>38,141.18</u>
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The following shows the breakdown of HPRA expenses vs. budget for the period ending January 31, 2014.

	HOA		HPRA	
	Budget FY 13-14	Actual 1/31/14	Budget 13-14	Actual 1/14/13
	\$ 80,024.00	\$ 80,038.37	\$ 91,145.00	\$ 63,788.39
Clubhouse	3,749.00	3,619.39	14,240.00	3,710.12
Grounds	3,500.00	16,926.23		
Operations	72,775.00	59,492.75	29,605.00	22,774.35
Pool			36,300.00	30,901.99
Tennis			5,000.00	1,920.34
Social			6,000.00	4,481.59

The report was accepted as information only.

#### Discussion of Action Items

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

- Ms. Bizot presented the deck quotes. They range from \$40,000 to 62,476. Composite decking will cost approximately \$10,000 more and none of the estimates included any electrical or stucco expenses. If wood is used the cost of staining the deck every 2-3 years will be approximately \$2000. Timing is crucial as the county will not allow the pool to be uncovered while any construction is being done and they are anticipating the work taking 2 months to complete. She is recommending contracting with Outback Decks.
- Mr. Amoruso opened the new accounts with SunTrust. SunTrust offers more competitive rates and is more convenient.
- Mr. Tock suggested that the pool resurfacing wait until the fall. He will order new pool umbrellas and chairs.
- Ms. Smith reported the membership committee is working on setting the dates for the Town Hall meetings and compiling the literature and forms to be presented. She is recommending that HPRA dues remain the same.
- Ms. Bizot made a motion to keep the HPRA dues at \$385 for permanent HOA members and \$485 for voluntary members. Mr. Gunnells seconded the motion. Motion passed.
- Ms. Smith is recommending that Highland Pointe hold a vote to change the declaration page to read that any home sole will automatically become permanent recreation. The bylaws allow Highland Pointe to charge a \$3000 initiation fee to all non-permanent HOA members when they sell their home. This will compensate the neighborhood for the homeowner's non-support. This will be waived if the homeowner makes their property permanent HOA.
- Ms. Smith made a motion to present a vote to all Permanent HOA members to make their properties Permanent Recreation when they sell. Ms. Bizot seconded the motion. The motion passed with Ms. Carpenter opposing the vote.
- Ms. Pacifico received a request to build a tree house at 4218 N. Mountain Rd. Ms. Carpenter made a motion to allow the tree house and Ms. Smith seconded the motion. Motion passed.

- Ms. Pacifico presented an ACC request to install a fence at 4800 W. Forest Peak. Ms. Carpenter made a motion to allow the fence and Ms. Bizot seconded the motion and it passed.

Having no further business to discuss, the meeting was adjourned at 9:07 pm.

Next Board Meeting:

Monday, March 10, 2014

6:30 p.m. – 8:30 p.m., Clubhouse

HIGHLAND POINTE RECREATION ASSOCIATION, INC.

Special Board of Directors Meeting

Friday, February 21, 2014

Board Members in Attendance: Ms. Paula Robin, Ms. Angie Bizot, Ms. Melanie Smith, Mr. Dave Gunnells, Mr. Matt Tock, Mr. Paul Amoruso and Ms. Beth Roedersheimer.

The Board met to discuss the different deck options. Mr. Gunnells projected that 15% of the deck construction will come from the current fiscal year, 30 % will be paid out of next year's budget and the remainder will be paid from reserves. Ms. Bizot made a motion to approve contracting with Outback Decks, not to exceed \$56,925. It will be the same footprint as the previous drawing with wet deck. Ms. Smith seconded the motion and the motion passed. Ms. Bizot and Ms. Robin will sign the contract on Saturday, February 22, 2014 with a \$11,570 deposit due.