

HIGHLAND POINTE RECREATION ASSOCIATION, INC.

Board of Directors and Budget Meeting

Minutes

Monday, October 4, 2010

Board Members in Attendance: Mr. Jim Newton, President; Mr. Dan Raby, Treasurer; Mr. Bob Kimball, Pool; Ms. Rhonda Hester, Administrator; Ms. Judy Taylor, Tennis; Mr. Steve Laufersweiler, Grounds; Mr. Jason Salmon, ACC; and Ms. Mary Ciesielski, Administrative Assistant.

Approval of Minutes

Ms. Hester made a motion to approve the minutes of the September 13, 2010 Board Meeting. Mr. Gunnells seconded the motion and it passed unanimously.

Monthly Budget Update

Mr. Raby presented the income received and the expenses incurred during September, 2010. A brief synopsis follows.

	Budget FY 10-11	Actual (as of 9/30/10)
HPRA Income	\$98,000.00	\$94,047.00
HPHOA Income	73,215.00	65,908.00
Other Income	<u>1,800.00</u>	<u>481.51</u>
Total Income	\$173,015.00	\$160,436.51
HPRA Expenses	\$97,150.00	\$89,097.73
HPHOA Expenses	66,100.00	29,156.19
Other Expenses	<u>0.00</u>	<u>0.00</u>
Total Expenses	\$163,250.00	\$118,253.92
HPRA/HPHOA Net Income	<u>\$9,765.00</u>	<u>\$42,182.59</u>

The following shows the breakdown of expenses vs. budgets for the period ending September 30, 2010:

	Budget FY 10-11	Actual Expenses (as of 8/31/10)
<u>HPRA Expenses:</u>	\$97,150.00	\$89,097.73
Clubhouse	11,850.00	4,623.63
Tennis	3,500.00	32,878.34
Social	6,500.00	2,049.81
Pool	31,300.00	28,870.66
Operations	32,300.00	19,073.84
Grounds	11,700.00	1,601.45
<u>HPHOA Expenses:</u>	\$66,100.00	\$29,156.19

The report was accepted as information.

Discussion of Action Items

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

- Mr. Laufersweiler presented a quote for \$1300 from Lynscapes to take out the existing bushes in the front of the clubhouse and replace them with new bushes and landscaping. Ms. Taylor seconded the motion. After discussion, the board approved the motion.
- The Board discussed future projects that will need to be done in the clubhouse. Included in that discussion was the replacement of the fogged windows in the clubhouse. Mr. Gunnells will get a few quotes on new window and report back to the board. Mr. Newton noted that this project should be done in the near future as the windows are detracting from the overall appearance of the clubhouse interior.
- Mr. Kimball asked about replacing any more trees along the entrance to the Recreation area, as it would need to be done in the fall. The Board decided not to add any more trees at this time.
- The weightroom, and the steam room are two areas that need attention. Mr. Raby suggested we fix the items that are broken, such as the equipment and the steam room before we spend any money on cosmetic issues.
- Mr. Gunnells suggested that the Board create a “wish list” of items that will need attention in the coming years so that the Board can prioritize and budget for such projects.
- Mr. Kimball and Mr. Laufersweiler spread grass seed in the field and on the hill of the recreation area.
- Mr. Kimball reported that some lounge chairs were picked up to be re-strapped. The pool will be winterized soon. Mr. Kimball is investigating “swim at your own risk” and swipe cards for future pool seasons.
- Mr. Newton reported that he met with a Fireman to discuss what kind of lock we need to have on the clubhouse door leading to the bathrooms and the weight room. It was recommended that we install mortise locks on the basement door, and the weight room door, as this would follow the current codes. Mr. Laufersweiler had the name of a locksmith he will pass on.
- Mr. Salmon presented an ACC request from a resident looking to add on to their deck and extend the play area in their backyard. All the paperwork along with signatures was provided. Mr. Salmon made a motion to approve the request, Ms. Hester seconded the motion and it passed.
- Mr. Salmon reported that the Task Force put notes in mailboxes this month regarding issues with yards. Mr. Salmon has received some emails from residents who are unable to complete the necessary steps to get their property into compliance. The Task Force committee will send members to these peoples’ homes to help them get the work done.
- Mr. Kimball added that the Task Force is sending Thank You notes to neighbors who are fulfilling the requests of these notes. He also reported on projects that the Task Force is working on: Mailbox and Road Signs, Christmas lights and Christmas light contest.
- A Highland Pointe Facebook account was discussed. The Board agreed that anything regarding Highland Pointe on the internet should be approved by the Administrator of the Board. Ms. Hester will follow up and discuss the account with the originator.

Having no further business to discuss, the meeting was adjourned at 7:33 pm.

Next Board Meeting: Monday, November 1, 2010
6:30 p.m. - 8:00 p.m.
Clubhouse