

# HIGHLAND POINTE RECREATION ASSOCIATION, INC.

## Board of Directors and Budget Meeting

### Minutes

Monday, March 7, 2011

Board Members in Attendance: Mr. Bob Kimball, President; Mr. Dave Gunnells, Treasurer; Mr. Dan Raby, Clubhouse; Mr. Steve Laufersweiler, Grounds; Ms. Judy Taylor, Tennis; Mr. Matt Tock, Pool; Mr. Steve Fincher, Social; and Ms. Mary Ciesielski, Administrative Assistant.

Guests in Attendance: Ms. Deb Varljen, Ms. Beth Fulghum, Ms. Kitty Fortanbary, Mr. Spencer Allen, Mr. Gary Schutt and Ms. Lynn Schutt

The meeting was called to order at 6:35 pm.

#### Guest Presentation:

The guests from The Grove were invited by Mr. Laufersweiler to share some of their concerns with the Board regarding grounds issues in the Grove. The front entrance has a few broken lights that need addressing. The path between the recreation area and The Grove is deteriorating due to erosion. The possibility of creating a more permanent pathway was discussed, as the pathway is used by a great number of people everyday. Mr. Laufersweiler has a quote from Mr. Mike Dickman that he will present to the Board at this meeting for the construction of an asphalt pathway.

The Schutts came to discuss the landscaping of our entranceways. They suggested that the Board does not allocate much of the coming budget towards the Wigley Road entrance due to the construction that will be taking place this summer. Mr. Kimball asked if anyone has seen a plan from the county regarding this area. He will look into this and report back to the Board. The Board agreed not to plant any annuals at this entrance this spring.

Reducing the number of annuals at the other entrances was also discussed, in an attempt to reduce the overall cost of the grounds maintenance. The Schutts will forward an estimate on reducing the number of annual beds from 7 to 5 in the front entrance, along with cutting back the bushes and replacing the old roses with Knockout Roses. Once this estimate is received by Mr. Laufersweiler, he will distribute it via email to the board for a vote, so that Lynscapes can get the necessary trimming and planting done this month.

#### Approval of Minutes

Mr. Gunnells made a motion to approve the minutes of the February 7, 2011 Board Meeting. Ms. Taylor seconded the motion and it passed unanimously.

#### Monthly Budget Update

Mr. Gunnells presented the income received and the expenses incurred during February, 2011. A brief synopsis follows.

|                | Budget FY 10-11 | Actual (as of 2/28/11) |
|----------------|-----------------|------------------------|
| HPRA Income    | \$98,000.00     | \$95,847.00            |
| HPHOA Income   | 73,215.00       | 71,861.00              |
| Other Income   | <u>1,800.00</u> | <u>961.00</u>          |
| Total Income   | \$173,015.00    | \$168,669.00           |
| HPRA Expenses  | \$97,150.00     | \$106,083.48           |
| HPHOA Expenses | 66,100.00       | 56,226.56              |
| Other Expenses | <u>0.00</u>     | <u>0.00</u>            |

|                       |                   |                   |
|-----------------------|-------------------|-------------------|
| Total Expenses        | \$163,250.00      | \$162,310.04      |
| HPRA/HPHOA Net Income | <u>\$9,765.00</u> | <u>\$6,358.96</u> |

The following shows the breakdown of expenses vs. budgets for the period ending February 28, 2011:

|                        | Budget FY 10-11 | Actual Expenses (as of 2/28/11) |
|------------------------|-----------------|---------------------------------|
| <u>HPRA Expenses:</u>  | \$97,150.00     | \$106,083.48                    |
| Clubhouse              | 11,850.00       | 7,683.06                        |
| Tennis                 | 3,500.00        | 32,910.08                       |
| Social                 | 6,500.00        | 3,497.79                        |
| Pool                   | 31,300.00       | 30,651.36                       |
| Operations             | 32,300.00       | 27,846.18                       |
| Grounds                | 11,700.00       | 3,495.01                        |
| <u>HPHOA Expenses:</u> | \$66,100.00     | \$56,226.56                     |

The report was accepted as information.

#### Discussion of Action Items

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

- Four warning letters were issued regarding ACC violations in February. Ms. Ciesielski will list the warnings in the Pipeline without addresses as was agreed upon by the previous Board.
- Mr. Kimball will send the Wish List via email to the Board members and asked them to return the list with a priority vote on each item. Mr. Kimball will compile the votes and report on the results at the next meeting.
- Ms. Taylor is organizing a Tennis committee. Currently she has people interested in social tennis functions. She is hoping to get more people involved on the committee.
- Mr. Raby reported that he is meeting with a representative from the company that resurfaced our tennis courts to look at new cracks, and to possibly replace wind screens that have ripped, as well as installing shorter wind screens along the front fence.
- Mr. Kimball is getting quotes on building storage units for the pool area and the tennis area.
- Mr. Fincher announced there will be a Spring Fling in the evening April 30<sup>th</sup>. There will be DJ and residents will be asked to bring an appetizer to share. All Highland Pointe residents will be invited to this social.
- Mr. Laufersweiler reported that the pinestraw will be delivered and spread the week of March 14<sup>th</sup>.
- Mr. Laufersweiler presented a quote from Multi Trade Construction for the replacement of the path from the recreation area to the Grove. No action was taken at this time.
- There will be a Trail Cleanup day on Sunday, May 7<sup>th</sup>.
- The Board was presented with a request for an HOA member to rent the clubhouse at the premium rate. Mr. Gunnells made a motion to approve the request, Mr. Raby seconded the motion and it passed.
- It was suggested that the Board issue an email blast to the neighborhood on the months that no Pipeline is issued reminding everyone of upcoming events. This will begin in May 2011. The deadline for information to be included in this email will be the 15<sup>th</sup> of the previous month.
- Mr. Tock reported that the pool schedule has been adjusted to reflect the change in the Cobb County School calendar.

Having no further business to discuss, the meeting was adjourned at 8:20 pm.

Next Board Meeting:

Monday, April 11, 2011

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