

HIGHLAND POINTE RECREATION ASSOCIATION, INC.

Board of Directors and Budget Meeting

Minutes

Monday, October 5, 2009

Board Members in Attendance: Mr. Jim Newton, President; Mr. Dan Raby, Treasurer; Mr. Bob Kimball, Pool; Mr. Steve Laufersweiler, Clubhouse; Mr. Erick Mikkelson, Grounds; Mr. Art Trevino, Tennis; and Ms. Mary Ciesielski, Administrative Assistant.

The meeting was called to order at 6:32 pm.

Approval of Minutes

Mr. Kimball made a motion to approve the minutes of the September 14, 2009 Board Meeting. Ms. Hester seconded the motion and it passed unanimously.

Monthly Budget Update

Mr. Raby presented the income received and the expenses incurred during September, 2009. A brief synopsis follows.

	Budget FY 09-10	Actual (as of 9/30/09)
HPRA Income	\$111,687.00	\$101,232.00
HPHOA Income	68,528.00	62,834.00
Other Income	<u>2,500.00</u>	<u>621.76</u>
Total Income	\$182,715.00	\$164,687.76
HPRA Expenses	\$111,639.00	\$59,027.20
HPHOA Expenses	57,364.00	23,682.77
Other Expenses	<u>0.00</u>	<u>0.00</u>
Total Expenses	\$169,003.00	\$82,709.97
HPRA/HPHOA Net Income	<u>\$13,712.00</u>	<u>\$81,977.79</u>

The following shows the breakdown of expenses vs. budgets for the period ending September 30, 2009:

	Budget FY 09-10	Actual Expenses (as of 9/30/09)
<u>HPRA Expenses:</u>	\$111,639.00	\$59,027.20
Clubhouse	12,725.00	6,833.40
Tennis	4,800.00	1,787.39
Social	8,500.00	2,328.96
Pool	32,200.00	27,770.47
Operations	38,200.00	20,085.68
Grounds	15,214.00	221.30
<u>HPHOA Expenses:</u>	\$57,364.00	\$23,682.77

The report was accepted as information.

Mr. Raby reported that we received 3 of the 11 delinquent payments in September. The Board agreed that it is time to file liens on the properties whose owners are not responding to the delinquent notices. Ms. Ciesielski will begin the process of filing these liens this week.

Discussion of Action Items

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

- The Board discussed standardized mailboxes for the neighborhood, and felt it would be difficult to get the neighborhood to agree to replace mailboxes at this time. Ms. Hester will investigate catalogues of Home Depot, and come up with a recommended model and style to present to the Board. Once it is approved, the model can be posted on the website and announced in the Pipeline so any homeowners looking to replace their mailbox would have a standard to refer to.
- Mr. Mikkelsen has not been able to obtain a quote on repaving the parking lot. Mr. Raby offered to get a quote and report back to the Board via email, so that this project can be completed in the fall after ALTA season is over.
- The Board discussed various erosion issues in the neighborhood that will need to be addressed.
- Mr. Kimball and Mr. Laufersweiler decided to hold a “Fall Work Day” on Sunday, November 8, 2009 to clean up the paths. Ms. Ciesielski will put out a broadcast email two weeks prior to the date.
- Mr. Mikkelsen discussed the Grove Entranceway. Lynscapes has begun to move some plants around, and is preparing to remove the monkey grass and clean it up. They are preparing a quote for a new landscape plan for this area. Lynscapes presented an estimate to rejuvenate the entranceways at Sandy Plains and Wigley Road. Mr. Newton felt it might be premature to invest in the Wigley Road entrance before the widening of that road is completed. The Board agreed. Mr. Raby felt if some discretionary budget items came in under budget we may be able to allocate money to fix up the front entranceway. The Board agreed to defer this project to next year.
- Mr. Mikkelsen reported that many sprinkler heads were broken, but have been fixed.
- Mr. Mikkelsen reported that the electrician is replacing entranceway light fixtures and sensors, as they are no longer working properly.
- Thanks to Mr. Kimball who seeded the multi purpose field.
- Mr. Kimball reported that he is replacing 12 tabletops with new ones in the pool area. He will paint the bottoms before they come to install the tops. He is also having 11 chairs restrapped, and 3 lounge chairs restrapped, which will cost \$2500.00. He may get 3 new chairs with the remaining \$500 in his budget.
- Mr. Laufersweiler reported that there is a leak in the vents of the clubhouse roof, making the ceiling in the women’s bathroom leak. Pro-Tech is scheduled to repair the roof vent, and the ceiling (?). There are areas of rotted wood on the clubhouse that will need to be maintained soon due to the age of the structure.
- Mr. Newton discussed the proposal to allow non Highland Pointe residents join HPRA. He is waiting for some feedback from the Pipeline article before he makes any motions to the Board.
- Mr. Trevino noted that the tennis courts lights were still buzzing, and asked the timeline when they would be fixed. Mr. Mikkelsen reported that the electrician had to order a part and that as soon as it came in the repair would be made to remedy the situation. He will follow up with the electrician on a timeline.
- Mr. Laufersweiler noted that the new treadmill is in the club house, but is not yet working, as there is not enough power in the electric box of the clubhouse to run the equipment. Mr. Laufersweiler will call the electrician to come down and see what can be done to add more power to the outlet.
- Mr. Laufersweiler would like to get rid of some of the equipment that is obsolete and not being used, in order to make room for the new equipment. He suggested running an ad in the Pipeline offering the old equipment to anyone in the neighborhood who might want it.
- The policy of allowing board members one free rental of the clubhouse each year was brought up. Mr. Kimball made a motion to remove that policy, and that board members will not receive a free rental anymore. Mr. Newton seconded the motion, and it passed.
- An ACC request to paint a house a different color was presented to the Board. Ms. Hester made a motion to approve the request. Mr. Mikkelsen seconded the motion and it passed.

Ms. Paraska sent the following ACC report via email:

- Two ACC requests to remove trees and replace landscaping were submitted. They were reviewed by Ms. Paraska and the Board voted to approve both requests via email.
- A complaint regarding the installation of a fence on a property line is currently under review.
- A letter was sent to the property owner concerning the use of appropriate covering on a parked vehicle on the front drive of the lot and requirement to comply with HPRA covenants regardless of membership status.
- Ms. Paraska is following up on two issues: 1) The cracked driveway (safety and standards) and 2) Businesses being actively conducted at lot/property owner within community (Cobb County Code and HPRA Covenants).

Having no further business to discuss, the meeting was adjourned at 8:00 pm.

Next Board Meeting: Monday, November 2, 2009
 6:30 p.m. - 8:00 p.m.
 Clubhouse