

HIGHLAND POINTE RECREATION ASSOCIATION, INC.

Board of Directors and Budget Meeting

Minutes

Monday, June 6, 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. Steve Fincher, Social; Ms. Rhonda Hester, Administrator; and Ms. Mary Ciesielski, Administrative Assistant.

Guests in Attendance: Ms. Debbie Redford, Ms. Kathy Redding, Mr. Don Bass and Mrs. Vilma Bass

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

Guest Presentation:

Ms. Redford and Ms. Redding presented to the board comments and concerns they have heard from the Real Estate community, as well as potential buyers, regarding the number of homes and yards that are not up to community standards. Several homes are in disrepair, and more lawns are not taken care of. This lack of maintenance makes it more difficult for the surrounding homes to sell. The Board agreed, and shared its frustration over residents not willing to take care of their properties, even when asked personally to do so. Mr. Kimball noted that the HOA Task Force was created last year to get more residents involved in helping the Board with this issue.

The covenants were discussed, and how effective they are in getting those residents to keep their properties in good condition. It was suggested to involve our attorneys in the warning letters and violations, that would directly turn into fines when the resident refused to comply.

The Board and the realtors also discussed our membership dues policies. It was pointed out that most Homeowners Associations have an initiation fee, which Highland Pointe has never done. It was also suggested that any new resident whose home is not permanent will automatically become permanent going forward. The possibility of hiring a management company to deal with ACC compliance and membership dues issues was also discussed.

It was agreed that Highland Pointe would provide Real Estate Agents with a welcome packet when they have a listing in the neighborhood, so that they can provide future residents with more information about Highland Pointe.

Donald and Vilma Bass discussed issues with neighbors not trimming a certain area of bushes, that have gotten completely out of control. The Board agreed to help them get this accomplished via communications with the owners of the property.

Approval of Minutes

Mr. Gunnells made a motion to approve the minutes of May 2, 2011 Board Meeting. Ms. Hester seconded the motion and it passed unanimously.

### Monthly Budget Update

The income received and the expenses incurred during May, 2011 were presented. A brief synopsis follows.

	Budget FY 11-12	Actual (as of 5/31/11)
HPRA Income	\$89,000.00	\$71,688.00
HPHOA Income	70,700.00	49,525.00
Other Income	<u>1,000.00</u>	<u>0.00</u>
Total Income	\$160,700.00	\$121,213.00
HPRA Expenses	\$90,400.00	\$22,025.49
HPHOA Expenses	63,050.00	7,157.27
Other Expenses	<u>0.00</u>	<u>0.00</u>
Total Expenses	\$153,450.00	\$29,182.76
HPRA/HPHOA Net Income	<u>\$7,250.00</u>	<u>\$92,030.24</u>

The following shows the breakdown of expenses vs. budgets for the period ending May 31, 2011:

	Budget FY 11-12	Actual Expenses (as of 5/31/11)
<u>HPRA Expenses:</u>	\$90,400.00	\$22,025.49
Clubhouse	11,350.00	983.89
Tennis	2,500.00	0.00
Social	6,500.00	0.00
Pool	30,250.00	11,521.50
Operations	32,900.00	9,043.25
Grounds	6,900.00	476.85
<u>HPHOA Expenses:</u>	\$63,050.00	\$7,157.27

The report was accepted as information. It was noted that not all the membership figures are complete as the installment checks for June and July are not included in the above figures.

### Discussion of Action Items

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

- Ms. Taylor will order the three chairs for the tennis pavilion once she receives the model numbers. Ms. Ciesielski will look them up in the files from the original purchase.
- Ms. Ciesielski reported that we have received two quotes for the repair of the brick wall. Mr. Laufersweiler asked for these quotes and he will take care of the scheduling of the repair and the reimbursement from the construction company whose cement truck did the damage.
- Mr. Raby presented quotes for replacing the windows in the clubhouse that are fogged up. At \$1890 per window the entire cost will be approximately \$4000. Mr. Raby will follow up on the specifics of these windows and will obtain a second quote for the same product.
- Mr. Kimball asked to get a quote for painting the exterior of the clubhouse.
- Mr. Gunnells commented on the electricity bill for the lights at the main entrance. Mr. Laufersweiler will check the timers, and will call Dave Parks if there is a problem.
- Ms. Taylor presented a request from a tennis team captain to waive the outside fee for a past resident, as he will not practice at all and not play much, and he was very active in Highland Pointe. The board did not think this would be good precedent to start. Ms. Taylor made a motion to just charge he and his wife a

reduced “couples fee” of \$30. Mr. Raby seconded the motion. The board agreed that it was not a good precedent to start either and the motion did not pass.

- The board discussed the number of mandatory homes who have not paid their homeowners dues to date. It was decided to send a warning letter instructing these residents that if they do not pay within 10 days of the letter their accounts will incur a 10% late fee of \$15.50 as stipulated in the covenants.
- The website was discussed, as it is out of date and needs attention. Several policies have changed but are not listed on the website. Mr. Michael Smith and his wife Melanie have volunteered to work on this with Lee Berg.
- The North dam was discussed. The board will meet with several residents surrounding the dam to discuss ownership, and operating status. The board will then meet at a later date to discuss what actions Highland Pointe should take at this time.

Having no further business to discuss, the meeting was adjourned at 8:45pm.

Next Board Meeting:                      Monday, July 11, 2011  
6:30 p.m. - 8:00 p.m., Clubhouse