

HIGHLAND POINTE RECREATION ASSOCIATION, INC.

Board of Directors and Budget Meeting

Minutes

Monday, November 8, 2010

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

Guest in Attendance: Mr. John Hillis

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

Guest Presentation

Mr. Hillis presented the potential use of solar power, along with the tax credits associated with this source of energy. He asked the Board for its opinion on how solar cells would be received by the community. A pamphlet containing pictures of installed solar cells was distributed to the Board, and the Board agreed that like all Architectural changes, the addition of solar cells would need to be approved on a case by case basis.

Mr. Hillis also proposed the interest of Casteel Heating and Air to sponsor Highland Pointe in different areas in order to reduce the overall cost to the association. The Board welcomed the offer, and agreed to have the appropriate Board member coordinate future promotions with Mr. Hillis.

Approval of Minutes

Mr. Raby made a motion to approve the minutes of the October 4, 2010 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 October, 2010. A brief synopsis follows.

	Budget FY 10-11	Actual (as of 10/31/10)
HPRA Income	\$98,000.00	\$94,167.00
HPHOA Income	73,215.00	67,382.00
Other Income	<u>1,800.00</u>	<u>580.69</u>
Total Income	\$173,015.00	\$162,129.69
HPRA Expenses	\$97,150.00	\$94,859.15
HPHOA Expenses	66,100.00	33,002.60
Other Expenses	<u>0.00</u>	<u>0.00</u>
Total Expenses	\$163,250.00	\$127,861.75
HPRA/HPHOA Net Income	<u>\$9,765.00</u>	<u>\$34,267.94</u>

The following shows the breakdown of expenses vs. budgets for the period ending October 31, 2010:

	Budget FY 10-11	Actual Expenses (as of 10/31/10)
<u>HPRA Expenses:</u>	\$97,150.00	\$94,859.15
Clubhouse	11,850.00	5,124.24
Tennis	3,500.00	32,878.34
Social	6,500.00	2,994.17
Pool	31,300.00	29,740.66
Operations	32,300.00	21,850.80
Grounds	11,700.00	2,270.94
 <u>HPHOA Expenses:</u>	 \$66,100.00	 \$33,002.60

The report was accepted as information.

Discussion of Action Items

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

- The Highland Pointe Facebook page was discussed. As the Administrator Ms. Hester needs to approve or disapprove of this type of publication. Ms. Hester will call the person running the Facebook account and discuss what all is going to be included and report back to the Board.
- Mr. Kimball reported that the HOA Task Force has sent out notes to residents concerning the upkeep of their property. The response to these notes has been very good, at least half of the issues have been taken care of, and the residents have been quick to respond and discuss their plans. Those residents who do not respond to the committee will receive Violation letters from the Board.
- Mr. Laufersweiler noted that the landscaping of the front of the Clubhouse is complete. Mr. Kimball asked if Lynscapes could install something in front of the irrigation pump box so that it will not be so visible. Mr. Laufersweiler will discuss this with Lynscapes.
- Mr. Kimball suggested we have a Fall Trail Day to clean up the trails. After discussion the Board decided to wait until the leaves had fallen so that the clean up will be complete. It was decided to hold the Trail Day on Sunday, December 12th at noon. Ms. Ciesielski will advertise this date in the December Pipeline. All volunteers will be asked to bring weed whackers, rakes etc.
- Mr. Kimball presented quotes for purchasing new chaise lounge chairs for the pool area. He made a motion that we purchase 10 new chairs at \$185 each plus tax. Mr. Raby seconded the motion and it passed.
- Mr. Newton discussed a letter that the Association received from the owner of the North Dam property. The property has been deeded to Highland Pointe via a quick claim deed. Mr. Newton discussed this with our attorney at Louder, Larkin & Hunter, and was advised that Highland Pointe does not have to accept this deed. After discussion on the implications of the ownership of this property, Mr. Gunnells made a motion to have our attorneys send a letter to the owner of this property rejecting the quick claim deed. This motion was seconded by Ms. Taylor. The motion passed, with Mr. Kimball abstaining.
- Mr. Raby suggested that the Board send a follow up letter to the residents that are surrounding this property informing them of the quick claim deed and the Board's decision to not accept it.
- Ms. Taylor reported that the drainage ditch that was installed by the tennis courts seems to be working. The grates do get covered with leaves and debris, and have been found removed from the appropriate hole. Mr. Raby will investigate this and see if the grates can be secured.
- Mr. Kimball noted that a wind screen on the tennis court is torn, and the bottoms of all the wind screens are not tied down. Mr. Newton will investigate and finish securing the ties.
- Mr. Raby reported that the tennis lights continue to be left on. He suggested installing a sign that reminds residents to turn the lights off if they are the last to leave the courts at night. Ms. Taylor will look into getting one made.
- Mr. Gunnells is meeting with a painter to get a quote on painting the interior of the clubhouse.

- The leak in the basement ceiling was discussed. The ceiling was cut open by a contractor who concluded that the air conditioning ducts are not insulated and are dripping condensation onto the ceiling below. The Board asked Ms. Ciesielski to call Casteel and get their opinion before any action is taken.
- Mr. Laufersweiler reported that the elliptical and the rowing machine are broken. Mr. Gunnells will call the company to come out and service these pieces of equipment.
- Mr. Laufersweiler volunteered to look into getting the Steam room repaired.
- Mr. Kimball reported that the Marketing committee will be getting together on November 28th at 2:00 pm to put up the Christmas lights and wreaths. Ms. Ciesielski will put out a broadcast email the week before to gather volunteers.

Having no further business to discuss, the meeting was adjourned at 8:05 pm.

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