

HIGHLAND POINTE RECREATION ASSOCIATION, INC.
Board of Directors and Budget Meeting
Minutes

Monday, June 3, 2013

Board Members in Attendance: Mr. Tom Haslach, President; Ms. Judy Taylor, Tennis; Mr. Steve Fincher, Ground; Ms. Paula Robin, Clubhouse; Mr. Micah Levin, Social; Ms. Sandy Carpenter, ACC; Mr. Matt Tock, Pool; Mr. Paul Amoruso, Treasurer; Ms. Melanie Smith, Administrator and Ms. Beth Roedersheimer, Administrative Assistant.

The meeting was called to order at 7:11 pm.

Approval of Minutes:

Mr. Tock made a motion to approve the minutes of the May 13, 2013 Board Meeting. Ms. Robin seconded the motion and it passed unanimously.

Guest:

Mr. Charles Gibson-Nationwide Insurance Risk Management

Guest Presentation:

Mr. Gibson presented a review of Highland Pointe's general liability coverage and his inspection suggestions. The building is a frame structure and the sprinkler system needs inspected yearly and there needs to be fire extinguishers on each level and one by the grill on the deck. If a yearly inspection is done by an outside company, the liability is spread to their coverage as well. Mr. Gibson also mentioned the Bradford Pear trees tend to split after a time and could cause damage to cars parked nearby and the storage of pool chemicals on the property. The main exposure to us would be from the tennis courts and swim meets.

Monthly Budget Update:

The monthly financials were printed for review. \$143,679.79 has been received in HOA and HPRA dues. Mr. Amoruso is preparing the current fiscal year budget. He reported that there currently are 393 HOA Members and 211 HPRA Members. He reported that there will be a \$1200 refund from Nationwide Insurance due to changes in coverage and that Highland Pointe could be exempt from paying Cobb County Property Tax if we can provide proof that the taxes are paid by the homeowners. Ms. Roedersheimer will review the documents to see if and how this is addressed.

	<u>Budget FY 13-14</u>	<u>Actual (4/30/13)</u>
HPRA Income	\$ 88,160.00	\$ 71,017.79
HPHOA Income	78,530.00	73,637.00
Other Income	500.00	6.39
Total Income	<u>\$ 167,190.00</u>	<u>\$ 144,661.18</u>
HPRA Expenses	\$ 86,528.00	\$ 17,954.86
HPHOA Expenses	74,071.00	18,804.77
Total Expenses	<u>\$ 153,429.00</u>	<u>\$ 36,759.63</u>
HPRA/HPHOA Net Income	<u>\$ 5,666.00</u>	<u>\$ 107,901.55</u>

The following shows the breakdown of HPRA expenses vs. budget for the period ending May 31, 2013:

	HOA		HPRA	
	Budget FY 13-14	Actual 5/31/13	Budget 13-14	Actual 5/31/13
	\$ 74,846.00	\$ 18,804.77	\$ 86,678.00	\$ 17,954.86
Clubhouse	3,800.00	413.28	9,200.00	421.37
Grounds	2,600.00	3,549.00		
Operations	68,446.00	14,842.49	30,628.00	8,816.75
Pool			33,400.00	8,100.00
Tennis			7,250.00	47.70
Social			6,200.00	569.04

The report was accepted as information only.

Discussion of Action Items

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

- Mr. Fincher will review the current insurance policy and look at the coverage changes.
- Mr. Haslach introduced a discussion to the board to review the structure of the board and committee positions. The board does not have a current position titled "vice president." The By-Laws call for a President, Vice President, Secretary and Treasurer. The board may appoint one or more Vice Presidents. Additionally, Mr. Haslach is encouraging the board to consider creating a more formal succession plan of service to the board, meaning, unless otherwise decided, the Vice President, after 2 years of service, would move into the role of President, the Secretary would move into the role of Vice President, and so on.

Article IV. Officers in the By-Laws

Section 1. Designation.

The principal officers of the Association shall be the President, Vice President, Secretary and Treasurer. The President, Vice President, Secretary and Treasurer shall be elected from among the members of the Board of Directors. The Board may appoint one or more Vice Presidents from among the members of the Board of Directors and appoint such other assistants or subordinate officers as in its judgment may be necessary. Any assistant or subordinate officers shall not be required to be Board Members. Except for the office of Secretary and Treasurer which may be held by the same person, no person may hold more than one (1) office.

- Ms. Smith would like to offer Pay Pal as an optional way to pay membership dues. The homeowner's would be able to pay online. She also would like a committee to reach out to the new families.
- Mr. Levin reported the Memorial Day Social was a huge success and a food truck will provide the food for the July 4th Social. The food would be at your own expense. HPRA will provide ice cream from Paradise Delights. He would like to have a New Member Social and thinks it would be great if a street or area would have a block party. This would be a great way to connect with your neighbors. He also is thinking about doing a Low Country Boil around football season as a fun fall social.
- Mr. Tock reported that there were reports of underage drinking at the pool during SAYOR hours before school was out and the lifeguards were on duty. Police were called to the pool on both days and the Board decided to close the pool to SAYOR the following day. Discussion will take place on a later date if SAYOR will be offered during high school finals week next year. It was also reported that someone was smoking a cigar in the pool area and one of the lifeguards was not being as attentive as they needed to be. The lifeguard issue was reported to Nautix. Mr. Tock requested that a

sign be installed at the pool with the Swim at Your Own Risk rules. He will look into pricing for the sign.

- Mr. Haslach thanked Mr. Tock for painting the replaced wood on the clubhouse deck.
- Ms. Taylor will get a new quote on replacing the final windscreen and new Court 1, 2, 3 and 4 signs need to be ordered. She asked Mr. Fincher if Lynscapes would be open to blowing off the courts when they are here. She reported that there is a broken board at the main gate of the tennis court and is requesting that it be repaired.
- Ms. Taylor received a request from a resident and HPRA member to allow 4 to 6 girls to have a mini tennis camp from 9am-11am one week in July. There will be 2 or 3 HPRA members attending. Ms. Taylor will determine which week is best and make sure it does not interfere with ALTA or USTA.
- Mr. Fincher reported all the work on the Wrigley entrance is complete and the main entrance electrical work is complete.
- Mr. Fincher made a motion to spend \$360 per treatment for all grass areas and \$60 for the trees and shrubs. Mr. Levin seconded the motion and the motion passed.
- Ms. Robin made a motion to spend \$5800 replacing the fishing dock. Ms. Taylor seconded the motion and the motion passed. The dock will have coated spindles and will extend 2 feet further into the lake.
- Mr. Amoruso spoke to Gulf Synthetics about reviving the clubhouse and tennis court decking with their product. The cost would be approximately \$10,000-\$12,000. He will continue to investigate other products.
- Mr. Haslach suggested inviting Jamie Lyons, attorney on retainer with Lazega & Johanson, to the July meeting to discuss her findings and opinion on the North Lake and Dam.

Having no further business to discuss, the meeting was adjourned at 9:54 pm.

Next Board Meeting:

Monday, July 11, 2013

6:00 p.m. – 8:00 p.m., Clubhouse