

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

Monday, December 12, 2016

Board Members in Attendance: Mr. Paul Amoruso, President; Mr. Steve Fincher, Vice-President; Ms. Ginger Grcic, Tennis; Ms. Roberta McCunney, Membership; Ms. Liz Horner, Social; Ms. Fallon Hinz, ACC; Ms. Asana Bowman, Treasurer; Ms. Jennifer Allomong, Clubhouse; Ms. Angie Bizot, Grounds; Ms. Liz Horner, Social and Ms. Beth Roedersheimer, Administrative Assistant.

Guest: Incoming Board Members: Mr. Brian Horner, Vice-President and Mr. Brandon McDonald, Clubhouse.

The meeting was called to order at 6:37 pm.

Approval of Minutes:

Ms. Horner made a motion to approve the minutes of the November 14, 2016 Board Meeting. Ms. Bizot seconded the motion and it passed unanimously.

Monthly Budget Update:

Ms. Bowman estimated \$64,142 in projected expenses for the remainder of the fiscal year. That should allow \$40K in additional funds for future projects.

	Budget FY 16-17	Actual (11/30/16)
HPRA Income	\$ 119,450.00	\$ 121,957.75
HPHOA Income	98,080.00	102,682.83
Other Income	4,900.00	7,341.71
Total Income	\$ 222,430.00	\$ 231,982.29
HPRA Expenses	\$ 104,915.00	\$ 78,239.69
HPHOA Expenses	83,787.50	58,772.82
Total Expenses	\$ 188,702.50	\$ 137,012.51
HPRA/HPHOA Net Income	\$ 33,727.50	\$ 94,969.78

The following shows the breakdown of HOA and HPRA expenses vs. budget for the period ending November 30, 2016.

	HOA		HPRA	
	Budget FY 16-17	Actual 11/30/16	Budget FY 16-17	Actual 11/30/16
	\$ 83,787.50	\$ 58,772.82	\$ 104,916.00	\$ 78,239.69
Clubhouse			16,520.00	4,767.35
Grounds	46,100.00	35,367.15		
Operations	37,687.50	23,405.67	26,271.00	21,519.25
Pool			45,024.00	34,883.72
Tennis			7,100.00	7,980.51
Social			10,000.00	9,088.86

The report was accepted as information only.

Discussion of Action Items

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

- Ms. Allomong obtained quotes for carpet in the clubhouse from Dalton Flooring \$4993 and from Hackney Carpets \$4660. Mr. Kimball obtained a quote from Home Depot for \$5500. After looking at the samples provided by all companies the Board decided on the carpet from Home Depot.
- Ms. Bizot made a motion to purchase the carpet from Home Depot and not to exceed \$5500. Ms. Grcic seconded the motion and motion passed 9-1 with Mr. Kimball's vote obtained via email. After conferring with Hackney Carpets, Ms. Bizot obtained a quote from them for the same Home Depot Carpet. Ms. Bizot then made another motion, via email, to accept Hackney Carpet's quote for \$4400 to install the carpet and pad in the clubhouse. The motion passed.
- Ms. Horner and Ms. Hinz obtained a quote to renovate the ladies downstairs bathroom for \$27,000. Mr. McDonald, incoming Clubhouse Chair, requested he be allowed to get some quotes. Discussion was tabled until January.
- Ms. Hinz received ACC requests from 4504 Club House Drive to remove trees along their driveway and replace them with non-sap dropping trees and from 4474 Leesburg Road to install a fence around their back yard. Both requests were approved.
- Ms. Roedersheimer reported the office received a request to start a "Little Free Library" in the neighborhood. The board thought while it was a good idea, it needs to be coordinated by a resident.
- Ms. Bizot has not received any information from the dam engineer. She has volunteered to remain the dam liaison and still be the contact with Lynscapes.
- Ms. Bizot reported the fire inspection repair has been cancelled two times by them. She will look into finding another company to do the repairs. She also stated that the deck needs to be power washed before it is stained in the spring. The color is Banyan Brown (semi-transparent) by Sherwin Williams.
- Ms. Gricic announced there is a Facebook page for Highland Pointe tennis announcements. It is called Game, Set, Match. Winter Leagues begin January 7&8 and Spring registration is January 24. A tennis round robin is scheduled for December 18.
- Ms. Horner reported there was a great turnout for Snacks with Santa. The luminaries will be lit at 6pm on December 23 around the South Lake and s'more will be made at the fire pit by the clubhouse.
- Ms. Kimball reported via email that all the pump work has been completed and the electrical work will begin this week.

With no further business to discuss, the meeting was adjourned at 8:36 pm.

Next Board Meeting:

Monday, January 9, 2017

6:30 pm – 8:30 pm, Clubhouse