

HIGHLAND POINTE RECREATION ASSOCIATION, INC.

Board of Directors and Budget Meeting

Minutes

Monday, August 3, 2009

Board Members in Attendance: Mr. Jim Newton, President; Ms. Susan Paraska, ACC; Mr. Dan Raby, Treasurer; Mr. Bob Kimball, Pool; Mr. Steve Laufersweiler, Clubhouse; Ms. Rhonda Hester, Administrator; Ms. Diana Conrad, Social; Mr. Art Trevino, Tennis; and Ms. Mary Ciesielski, Administrative Assistant.

Guests in Attendance: Mr. John Hancock, Mrs. John Hancock

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

Approval of Minutes

Mr. Raby made a motion to approve the minutes of the June 8, 2009 Board Meeting. Mr. Kimball seconded the motion and it passed unanimously.

Mr. and Mrs. Hancock brought to the Board their concerns about a tree in their front yard that was leaning towards the street. They asked for recommendations on a tree service and also an arborist. Ms. Paraska suggested they might have their insurance agent advise them on any potential liability should the tree fall outside their property line. She also offered to send them the name of an arborist who could advise them on the health of the tree, and a tree service if it should need to be removed. Ms. Paraska also asked that they complete an ACC request to remove the tree it that would be the course of action they chose to follow, and thanked them for coming to the Board with their concerns.

Monthly Budget Update

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

	Budget FY 09-10	Actual (as of 7/31/09)
HPRA Income	\$111,687.00	\$98,783.00
HPHOA Income	68,528.00	60,931.00
Other Income	<u>2,500.00</u>	<u>284.95</u>
Total Income	\$182,715.00	\$159,998.95
HPRA Expenses	\$111,639.00	\$46,588.17
HPHOA Expenses	57,364.00	16,754.77
Other Expenses	<u>0.00</u>	<u>0.00</u>
Total Expenses	\$169,003.00	\$63,342.94
HPRA/HPHOA Net Income	<u>\$13,712.00</u>	<u>\$96,656.01</u>

The following shows the breakdown of expenses vs. budgets for the period ending July 31, 2009:

	Budget FY 09-10	Actual Expenses (as of 7/31/09)
<u>HPRA Expenses:</u>	\$111,639.00	\$46,588.17

Clubhouse	12,725.00	3,460.22
Tennis	4,800.00	50.35
Social	8,500.00	1,568.97
Pool	32,200.00	27,012.45
Operations	38,200.00	14,373.53
Grounds	15,214.00	122.65
<u>HPHOA Expenses:</u>	\$57,364.00	\$16,754.77

The report was accepted as information.

Mr. Raby reported that based on last fiscal year's recurring monthly expenditures of \$52,000, we are looking at \$45-50,000 that we can potentially spend on projects and maintain a reserve of \$100,000 at the end of this fiscal year. The Board then proceeded to prioritize discretionary projects, and the estimated cost of each, which is listed below:

Exercise Room equipment	\$10,000.00
Playground Equipment	\$10,000.00
Replace Fogged Clubhouse Windows	\$ 3,000.00
Pool Furniture	\$ 3,000.00
Patch and Seal Parking Lot	\$ 5,000.00
Volleyball Court	\$ 2,000.00
Tennis Courts	<u>\$12,000.00</u>
Total	\$45,000.00

Discussion of Action Items

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

- The Board suggested that Mr. Mikkelson call Cobb County to see if they have any financial responsibility to maintaining the parking lot in order to reduce HPRA's cost.
- Mr. Kimball will get quotes on materials needed to put a volleyball court in the multi-purpose field. He will present these at the next Board meeting.
- Ms. Paraska noted that the Board will be sending out 3rd and 4th Violation letters to many neighbors who are not responding to previous letters. Per previous Board action, the street addresses of residents with unresolved covenant violations will be printed in the October/November 2009 Pipeline. Those addresses of residents who have received Warning Letters will not be printed but there will be a list of the current Warning Letters and associated covenant issues.
- Ms. Hester presented information on wrought iron sign posts for all street signs in the neighborhood. The Board concurred that replacing all street posts would be cost prohibitive, and would like for the representative to present a quote on replacing these posts in phases. Ms. Hester will call the representative to get this information.
- Mr. Laufersweiler is in the process of getting a locksmith to replace the lock on the exercise room door, as well as look at the outside door going into the clubhouse downstairs.
- Mr. Laufersweiler will get a quote on replacing the windows in the clubhouse that have moisture trapped inside and have become foggy.
- Mr. Trevino reported that the tennis courts will need attention in 2010, the level of resurfacing and the exact dates will be determined in the spring of 2010.
- Mr. Trevino presented dates of Tennis Socials. There will be a Social Round Robin on August 8th. Mr. Trevino will send an announcement with details to Ms. Ciesielski to be broadcast via email to the neighborhood. There will also be an all day Tennis Tournament on Saturday, September 5th, which will include a Pro Am tournament, a Social tournament, and two levels of Juniors tournaments.

- Mr. Trevino also suggested we organize a Family Softball game on Labor Day morning. Details will be emailed to the neighborhood the week prior to Labor Day, along with other neighborhood events for that weekend.
- Ms. Conrad will get a quote on a message board to be installed at the back entrance on North Mountain Road.
- The Board had been approached by a Clubhouse renter to waive or discount the rental fee as the event was to raise money for a charity. Mr. Newton made a motion to not extend any discounts on the rental fee. Mr. Laufersweiler seconded the motion, and it passed. No discount will be given.

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

Next Board Meeting: Monday, September 14, 2009
 6:30 p.m. - 8:00 p.m.
 Clubhouse