

1. Call to Order

Attendees

Alyson Coffman
John Thisdale

Elizabeth Chua
Rachel Frintner

Glenn Hofmann
Sri Sangodkar

Jeanne Aulbach

2. Election of officers

President – Glenn Hofmann

Vice Presidents – Jeanne Aulbach & Elizabeth Chua

Secretary – Sri Sangodkar

Treasury – Alyson Coffman

3. Financial Review

- Balance sheet looks good with around \$45,000 in reserves.
- We have around \$35,000 in money market, but may need to tap into this for several upcoming projects.
- Water credit stands at around \$2500.
- 2009 has been a very good year on the expenses side. Glenn & Alyson to post Q3 summary shortly.
- Discussion on postage and printing expenses. Elizabeth was curious what these expenses included and why these expenses were high. Glenn explained they include printing booklets, violation notices, fees to access management, etc.
- AR Status – Discussed outstanding issues and resolved cases.
 - One large balance collected
 - Glenn explained past due collections process
 - Overall situation on delinquencies is in very good shape.
- 2010 Budget
 - Glenn presented proposed 2010 budget and the members discussed the line items in detail.
 - Discussion on including delinquencies in the budget, but determined not needed since we have so few delinquencies
 - Pest control – John does not have contract documents. Not sure if we have termite control. John going to check on this. Need quotes on both pest and terminate control.
 - TV, Phone, Wireless in the clubhouse. Need to look at a package deal perhaps with AT&T for all three. Should be able to provide all three for not much more than the current cost of phone service.
 - Budget to be finalized at next month's meeting.

4. Capital Projects Review

- Discussed HVAC replacement proposals. There were 3 estimates; Shumate, Coolray and Peachtree. BOD voted for Shumate as it was the lowest estimate (\$8200), Shumate has been our vendor and they are very reputable.
- Waterline replacement. BOD voted to get H2O to replace defective poly-B waterline from water main (at corner of Avocet Drive and Clubhouse Drive) to the clubhouse (estimate: \$2475).
- 2010 Projects discussed.

5. Message Board Discussion

- New message board at entrance was put up a few months back. However the larger letters for the magnetic board are not being manufactured any more. Need to replace magnetic board with possibly

a vinyl board with plastic 1.5" or 2" letters (around \$650). Glenn to send specs to BOD members to see what options we have for replacement. Existing magnetic board can be moved to the old message board near the amenities. Also need quote for locking doors on the old message board near the amenities.

6. Contact Information

- BOD members and PM to share contact information via email.
- Plan to post emergency contact numbers on website and on old message board by amenities

7. Next Meeting Date – Tue, Nov 10th

8. Meeting Adjourned