

1. Call To Order

Attendees

Alyson Coffman Elizabeth Chua Glenn Hofmann Jeanne Aulbach Sri Sangodkar

2. Projects Review

- a. HVAC Replacement – Done. Working well. Instructions in place on the thermostats. (\$8200)
- b. Water Line Replacement – Done. Should not have any more water line break issues. (\$2475)
- c. Clubhouse Cleaning/Restocking – Janitorial service has been asked (and has agreed) to restock the bathrooms twice a week during pool season, otherwise once a week (\$20 per trip). They will also clean the club house once a month (\$45 per trip).
- d. Message Boards – Message board (insert) at the front has been replaced with insert that supports larger letters. Previous message board (insert) has been moved to the amenities area message board.
- e. Tennis Court Light Timers – Padlocks put on the tennis court light timers. Looking at possibly replacing timers as the current timers are too complicated to program. This is a low priority project.
- f. Bury Cable & Close Phone Box At Clubhouse – This has not been addressed yet. It makes sense to make a decision on the TV, Cable, WiFi and get the vendor to fix this issue along with the installation of new service.
- g. Document Storage At Access – There are a lot of Avocet documents that have been collected over the years. They are currently stored in boxes with multiple residents (mainly Kenneth and Glenn). Access management offers a storage service at a minimal monthly cost so we might want to consider storing all documents at the Access facility. Glenn to find out from John what the monthly fee is.
- h. Newsletter – Work on collecting articles in progress. Plan to publish the newsletter by early Dec.

3. Financial Review

- a. October Financials
 - i. Plan to open another 10K CD from reserves. Alyson to send John a note to open a CD.
 - ii. Water Bill. Changed accounting for how water expense being booked for credit Avocet received in Apr 2009. No real impact other than booked water expense for 2009 will be lower than previously shown.
 - iii. Capital Expenses – Expenses for message board and waterline.
- b. A/R Review
 - i. Very good month for AR – now have lowest past due balance for the year.

4. Legal Review

- a. Status of Collections Accounts – Demand letter to be sent out to one home.
- b. Painting Violations Review – BOD/ACC members to walk around the neighborhood to check the status of these homes.
- c. Discuss Go Forward Legal Firm – BOD voted to move to Ashley’s new legal firm. Ashley has done excellent work for Avocet for many years, so we would like to continue with her service. Plan to keep existing cases with Weismann until resolved. Glenn will follow-up with John to get this process started.

5. 2010 Budget Review

- a. Add'l Budget Items To Consider
 - i. UPCCA Membership – Jeanne explained what UPCCA is and what it does. UPCCA membership is \$500 per year. We had subscribed for 2007-2008, but subscription lapsed in 2009 due to oversight. Agreed to re-subscribe effective immediately.
 - ii. Detention Pond Inspection/Maintenance – Need to get quotes for Inspection/Maintenance. Nothing budgeted yet. Jeanne to work on this.
 - iii. Clubhouse Termite Treatment – John Thisdale has quotes for bait and liquid options. Need to decide what option to go with.
 - iv. Power Clean All Pool/Tennis Chairs – Can fit into operating budget for 2010.
 - v. Telephone/TV/Internet At Clubhouse – Bellsouth cannot provide WiFi service. Comcast is able to provide TV/Cable/WiFi service for \$80/mo (1st yr) and \$100/mo (2nd yr). Comcast will be sending out someone to survey the area to confirm service. This is included in the budget.
- b. Add'l 2010 Capital Projects To Consider
 - i. Entry Landscaping/Lighting Improvements
 - ii. Clubhouse Roof – There is a leak in the clubhouse ceiling. Glenn to contact John about roof leak. Preference is to put in a fix that can last a few years.
- c. Finalize 2010 Budget – Budget finalized. Need to prioritize all remaining capital projects.

6. Confirm Next Meeting – Tue, Dec 8th

7. Misc Discussions

- i. Discussion about whether to give the janitorial service a copy of the clubhouse key. (low priority)
- ii. Relocating the lock-box for easier access. (low priority)
- iii. Re-keying the clubhouse locks, providing lighting in the back of the clubhouse and creating a footpath along the muddy trail in the back. (low priority)
- iv. Front Lights – Jeanne to contact John to get someone to replace front lights.
- v. Social Committee – Alyson and Elizabeth to co-ordinate with social committee.

- vi. HOA Fees for 2010 – BOD decided to keep the Avocet access fees at \$50.00/month. Need to give the okay to John Tisdale to issue the coupons for next year.

8. Adjourn