

1. Call To Order

Attendees

Alyson Coffman
Ashley Lanier

Elizabeth Chua
Sri Sangodkar

Glenn Hofmann

Jeanne Aulbach

2. Ashley Lanier

- a. Introduction
 - Ashley Lanier introduced herself. She has moved on to start her own legal firm. BOD previously voted to move to Ashley's new legal firm.
- b. Discussion Items
 - i. Self-help – Ashley explained how the self-help process works.
 - ii. Covenants
 - Need to approach neighborhood to get some amendments made to the documents. Passing this will require two-thirds majority.
 - Need to get minimum changes in instead of taking a big-bang approach.
 - Ashley suggested we should be looking into implementing the POA act by the end of next year.
 - iii. Insurance for the kids party train ride
 - Ashley explained pros and cons of being added as an extra insured to the vendor's insurance.
 - BOD approved buying insurance (\$100) from the vendor on a split vote.

3. Capital Projects Review

- a. Finalize Prioritization - Based on individual ranking of projects by the BOD, top projects for next year:
 - Replace/Repair Roof At Clubhouse (est \$2500) - Glenn
 - Drainage at Upper Courts (est \$4500) - Jeanne
 - Entry Landscaping/Lighting Improvements (est \$5000) - Jeanne
 - Irrigation System Repair/Replace (est \$2000) - Glenn
 - Power wash/Stain Cross Tie Wall (est \$1000) - Glenn
 - Lower Detention Pond/Dunlin Shore Ponds (est \$15000) – Jeanne (may wait to 2011)
 - Replace Clubhouse Furnishings (est \$4500) – TBD (may wait to 2011)
- b. Clubhouse Roof Update
 - Vendor has put in a temporary fix to stop the leak. He will be coming in to do the repairs by the end of the month.
- c. Detention Ponds Update
 - Jeanne contacted County about the ponds. She heard back from Brian Speer, who has the project now.
 - The county has about \$7 million in damage repairs from flooding. As a result the detention pond maintenance plan has been temporarily shelved.
 - The county will inspect the ponds and make recommendations.
 - For the ponds on Dunlin Shore, BOD/PM will want to let the homeowners know that the inspection will be done and when.
 - Jeanne to follow-up with Brian on date for inspection.
- d. Entryway Project Discussion
 - Jeanne to get estimates from designer.

4. Financial Review

- a. November Financials – Financials are in good shape and we should come in at budget for the year.

- b. December Reserves Adjustments – will move an additional \$1000-\$1500 to reserves to be at \$50k balance at end of year
- c. A/R Review
 - In great shape - lowest past due balance of 2009
 - One account has a failure to follow consent order – legal has sent follow-up.
 - Two accounts have ongoing late fees – working with PM to resolve.
 - Demand letter sent out to one homeowner as total balance exceeded threshold.

5. Violation Notices Review

- a. Painting – Reviewed status of houses with painting violation.
- b. Trailer & car – A violation was discussed for illegally parked trailer/car. Legal will send notice.
- c. Landscape – Jeanne to take pictures of the home that has landscaping issues and send them to legal. Legal to send notice.

6. Discuss Email Overload

- Glenn brought up the issue of too much email traffic between BOD in the last month.
- BOD will work to reduce email traffic and instead discuss items at our monthly meetings.

7. Other Projects Review

- a. Inspection Process/Letter Review
 - Jeanne brought up this issue. Need to find a resolution for this. Will be discussed in detail at future BOD meeting.

8. Next Meeting Date – Tue, Jan 12th 2010.

9. Meeting Adjourned