

**1. Call to Order**

Attendees

Alyson Coffman                      Elizabeth Chua                      Glenn Hofmann                      Jeanne Aulbach  
Sri Sangodkar

**2. Committee Reports**

- a. Architecture – Roof replacement, screen door and gutters approved. Shed request pending. First activity since last year.
- b. Finance – No report.
- c. Information –Next newsletter scheduled for March. Article ideas:
  - i. Keep Avocet beautiful article
  - ii. Financial results
  - iii. Board activities
- d. Kids Club – No report
- e. Nominating – No report
- f. Recreation – No Report
- g. Security – No Report
- h. Social / Clubhouse – Possible party for Bill the mailman when clubhouse repaired

**3. Financial Review**

- a. January Expenditures Recap (Alyson) – Overall financials look really good. Created new budget for Jan using budget made last fall.
- b. Receivables Update
  - i. AR looks good. New list created for 2010. New accounts showing up, mostly late fees. Alyson to check.
  - ii. Ashley sent an updated address for the Kittiwake collection issue.
  - iii. Sent demand letter for 2 homes.
  - iv. Irrigation leak fixed. Need to check on what was done in the clubhouse (men’s room leaks.)
- c. Internal Control

**4. Inspection**

- a. Elizabeth riding with John to gather information on the inspection process – Mostly like to happen Thu, 02/11, weather permitting.

**5. Old Business**

- a. Clubhouse repair:
  - i. Good news – mold not as pervasive as initially anticipated.
  - ii. Have 2 quotes – one handyman, one restoration specialist. Handyman quote \$500 higher than the specialist.
  - iii. Waiting on 1 more quote.
  - iv. Tony will be notified to add shutting water off to showers to pool closing “to do” list.
  - v. Insurance will cover the loss after \$1,000 deductible. Depending on what it will cost for the final repair, we may not want to file a claim.
  - vi. Need to check what type of warranty we will get with the repairs.
- b. Detention ponds:
  - i. Have 2 quotes on main pond and homeowner pond. One quote pending.
  - ii. Good news, not as expensive as we initially thought.
  - iii. No work required on headwall between tennis courts.
  - iv. Issue where homeowner on Pomarine Lane ran a drainage pipe into the main pond, causing erosion around the inlet. Will require dirt and rip rap rock. Will need access through the homeowner property to repair.
  - v. Two trees behind clubhouse must be removed. Included in quotes.
  - vi. County will maintain headwalls on Avocet Dr and Dunlin Shore. We will be responsible for keeping the ponds clear (removing tree etc.) but the county will maintain the weir. Landscaping company can help with this maintenance. Quotes include first time clearing.
  - vii. Need to communicate with homeowner to request them to discontinue disposing yard waste.

**Minutes – Avocet Board of Directors Meeting – February 09, 2010 [7PM – 9PM]**

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viii. Quotes:

1. \$7000 (Tree Form)
2. \$3470 (Erosion Co.) – More professional Co.
3. \$1400 (American Erosion Control) – Not as professional.

c. Drainage at upper courts:

- i. Have 2 quotes, waiting on a third:
  1. One probably way too low- Dig and pine straw.
  2. Roberto states that he strongly recommends putting pipe along the court. The grade around the courts does not lend itself to channeling the water properly. Quote \$8315.50. If done before March, may get discount (Quote will be \$7000.)
  3. Waiting on Mark's quote.
- d. Landscape – Jeanne to mark areas on the plan. Need to talk to homeowner about what is Avocet property versus theirs. Jeanne will be working with Alyson to ensure that the replacement plants are identified clearly as opposed to those that would be considered cap ex.
- e. Gate repaired at upper court – This is done. Cost ~\$350.
- f. Irrigation System – Have asked Roberto for a quote on the rain sensors.
- g. Document Storage - Have received 4 boxes from Glenn. Minutes indicate 5 boxes. Need to get boxes to John when he comes in for the inspection.
- h. TV/Phone at clubhouse - Comcast contract signed, info sent to John to set up installation and discontinuation of current phone service. Need to communicate to Comcast where things need to go.

**6. New Business**

- a. Homeowner contacted BOD about a clubhouse rental. The homeowner had not been notified of the clubhouse closing and discovered the problem the night before the party. In order to find a new location on extremely short notice, the homeowner paid \$150 for another location. The BOD approved a payment to the homeowner for the difference between the clubhouse rental and the other facility.
- b. Tennis court surface peeling. Court Makers has been notified with a request to inspect. – May want to lock the courts until start of Tennis season (March) and then put orange cones to stop people from playing on damaged court. Glenn suggested we may want to go back to Court Makers and have them fix for free especially since this happened twice in 2 years. Jeanne to check with Tennis committee on feasibility on options.
- c. Reviewed of Bylaws as they govern the BOD.
- d. Selection of President – Glenn resigned but was reinstated President.
- e. Discussion of methodology for discovery of past/current process and procedures and modification of current where needed.

**7. Next meeting – 3/9/10**

**8. Meeting Adjourned**