



Annual Meeting Minutes January 27, 2009

Attendance:

BOD Members Present: Todd Harwood, Chris Zangara, David McAlexander, Bob Brethen, Rich Willis

Hawthorne Management: Wendy Parks

- 7:00pm – Todd Harwood called the meeting to order. Todd introduced the Board members to the assemblage, as well as Wendy Parks, Vicki Roach and Brian Benson. Wendy confirmed that a quorum was represented.
- 7:05pm – Todd reviewed the minutes from the previous Annual Meeting, the highlights of which were:
 - Failure to establish a quorum;
 - A poll of the assembly for Board candidates;
 - Committee and Financial reports.The **minutes were approved** by acclamation.
- 7:10pm – Rich Willis updated the members on the ARC Committee's activities in the previous year, and asked for volunteers.
- 7:12pm – Todd briefed the membership on the decision to outsource management of the SG website to Brian Benson, of Horseshoe Creek Dr. He pointed out that the fee was much less than would be charged by other vendors, and that the relationship had been renewed for the foreseeable future.
- 7:14pm – Vicki Roach gave an update on pool activities from the previous year, including repair work that was ongoing, and the improvements that were completed during the pools season, such as the bathrooms and pergola. Vicki updated the crowd on the private parties at the pool this year, which are becoming increasingly popular. She also noted that the extended pool hours – and extended season – proved very popular this year.
 - Rich informed the membership of our investigation into recycling at the pool. It is cost-prohibitive to use commercial recycling.
 - Bob Brethen answered membership questions about using a badge or access system to enter the pool area. This is also cost-prohibitive; additionally, we found no conclusive evidence of an access problem.



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- 7:23pm - The Social Committee was not represented, but Todd reiterated for the members present the successful events the Committee staged this year, and noted that the Committee came in under budget.
- 7:25pm - Todd explained the process by which new Board members would be elected, and introduced the candidates. David McAlexander, Randy Berault of MacLauren Ln., Paul Sousa of Dunbeth Dr., and Todd himself all briefly introduced themselves and explained why they were running. Chris Zangara also announced that he was running for re-election.
 - Randy Berault expressed that he would like to reduce the amount the association keeps in reserves, and would like to spend that money on improvements.
 - David McAlexander explained the current process for funding the reserves, including the reserve study. The current board unanimously expressed their approval for this process, which has thus far guaranteed the association has not needed to either assess the members or borrow money for needed improvements.
- 7:50pm - The election was held; Wendy Parks tabulated the results, with the assistance of Dawn Calhoun of Glengarrie Ln. and Jeff Johnson of Long Bow Ln.
- 7:53pm - David McAlexander gave a financial review to the membership. Current assets totaled \$196,199.87 as of 12/31/08. David explained that the pool contract was over budget due to the increased hours, and that we had a favorable variance on water and sewer, due to cost saving while the pool was dry. He also noted that our Admin expense increased due to an increase in our insurance coverage.
 - A homeowner asked if there was any expense to the neighborhood due to construction work on Stephens Rd., and David informed him that Charlotte-Mecklenburg utilities covered it all.
 - A member asked if the budget assumed 100% dues payment (it does, since dues are always owed even when a house is unoccupied, and are made current when it is purchased.)
 - A member asked about the tax expense (which was for taxes due on interest income) and whether we paid real estate taxes to the Town of Huntersville (we do.)
 - A homeowner asked about the legal fees, which David explained were due to liens and foreclosures.
- 8:02pm - **David McAlexander, Paul Sousa, and Chris Zangara were elected to the Board of Directors for a two-year term.**



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- 8:05pm – Todd then opened the floor to questions from the membership:
 - *What is the process for funding new capital projects?* The only one being discussed at the moment is a nature trail for the common area in the middle of the neighborhood, and this is only in the infancy stages. This would start with a feasibility study and then a survey. Once we have determined if it is feasible, then information would be brought to the membership via the Board Meetings for discussion.
 - *Is there currently a budget for the Nature Trail?* No. Once it is determined if the project is feasible, money will need to be allocated to further develop the plan. **Chris Zangara will take ownership of the Nature Trail project.**
 - *How can we get additional street lights?* We would need to ask the Town of Huntersville to reassess our lighting needs based on our current needs.
 - *When will the town resurface the streets?* Not soon. From previous discussion with the town, our streets are not scheduled for resurfacing for several years, however Audrey Cruz and Kevin Fox at the Town are the best contacts to try to expedite this.
 - One member has been in contact with the Town to discuss expanding the sidewalks in the neighborhood, and will keep the board posted of his progress.
 - *Is it allowable to play 'wall ball' at the tennis courts with a lacrosse ball?* The wall at the tennis courts is only meant for tennis balls.
 - *Can we get a light at the basketball court, as players are using the lights from the tennis courts instead?* Previously, we did not put a timer there to discourage playing late at night. We could use a light with a timer instead. **The Board will discuss this at the next business meeting.**
 - *Is the Deer Hunt in the Preserve behind the neighborhood an annual event?* No, it should not be.
 - *Who can we contact about potholes in the turn from Beatties Ford Rd. onto Stephens Rd?* NCDOT. These are state-maintained roads.
 - Dawn Calhoun reminded the members of the process to rent the clubhouse – clubhouse rentals have increased in popularity over the past year and are becoming a source of revenue.
 - *What can we do about habitual speeders in the neighborhood?* The best route is to take this issue up with local law enforcement.
 - *Is \$50,000 too much to be spending on our landscaping budget? How often is this reviewed?* We have investigated several vendors and are quite happy with the current service. All of our vendors are reviewed annually, and most have a 30-day clause to end our agreements.



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- *Can we get a broadcast email reminding people not to park in the street?* These broadcasts are not always effective, so we'd prefer to deal with specific issues. Please contact Hawthorne Management to have this taken care of.
 - *There is an abandoned bicycle near the park – how should we deal with this?* Dispose of it.
 - Paul Sousa asked the membership at large if anyone would be interested in a Community Survey, either by paper or by the website, so that we could get a firm understanding of the homeowners' priorities. This idea was met with enthusiastic agreement. **It will be discussed at the next Board of Directors meeting.**
 - *When was the last time the Stephens Grove Directory was updated?* Sharen Swintek last worked on the Directory in 2007. **The Board will look into updating it soon.**
 - *Does everyone who uses the Clubhouse have to pay to use it, and can we make the Yoga lessons rent-free?* Currently, the Board and Committees use the Clubhouse for meetings without paying rent, and the three Girl Scout troops who use the clubhouse do not pay, but instead exchange service to the neighborhood – specifically putting up and taking down the SG Christmas decorations. The Board has reviewed the use of the clubhouse by businesses before, and it was decided that “for-profit” enterprises must pay to use the clubhouse. The Board is open to discussing a rate reduction for a long-term rental.
 - Finally, a homeowner wished to express thanks to Todd Harwood for his years of service to the HOA.
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- 8:33pm – **The date of the next meeting will be decided by the Board of Directors** after this meeting, and will be announced on the website.
 - 8:35pm – The meeting was adjourned.



Board Of Directors Meeting Minutes March 23, 2009

Attendance:

BOD Members Present: Chris Zangara, David McAlexander, Bob Brethen, Rich Willis, Paul Sousa

Hawthorne Management:

Membership Present: Darrell Kelly, Randy Berault, Stacey Spithaler, Tom Gareeb, Amy Knapp and thirteen other homeowners

- 7:04pm – Bob Brethen called the meeting to order.
- 7:05pm – Paul Sousa updated the Board on the Homeowner Survey. Currently he is revising items for the survey, and assessing the viability of the project as a whole.
- 7:08pm – Daryl Kelly reported on his investigations into more streetlights for the community. He has a quote for new streetlights from PGA Lighting, of \$3660 for a package of 5, which includes freight from Texas. This may not be feasible; we would need to closely study the numbers and placement of the units to determine need.
- 7:14pm – Bob and Chris Zangara shared with the Board the results of their initial walk-through of the common area in the center of the neighborhood. The large open area backs up directly to yards on Stephens Grove Rd. Currently, there is no buffer. It appears that in the wooded area, there may not be enough space to have walking trails, and the ground may be too sloped. In addition, drainage may be an issue for any sort of clearing/development.
 - Several homeowners at the meeting objected to any improvements to the property in the common area. They reported that during the sales process, Shea Homes had stated that the area could not be developed due to EPA regulations.
 - Homeowners asked about how improvements, if planned and approved, would be funded. The Board explained that currently, there are no plans for any development in the common area; we are investigating if it would be possible. The plans are too premature to plan for funding.
- 7:29pm – Chris updated the Board on traffic measures: the Town placed a radar trailer in the neighborhood, at multiple locations, and they will paint stop bars at the intersections as soon as the weather is warm enough. In addition, the “Watch For Children” sign was hit, and was replaced by Chris and Bob.
- 7:30pm – The Board approved the minutes of the February 16 meeting, stipulating a change to the 7:19pm item, regarding landscaping.



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- 7:34pm – David McAlexander gave the Financial Update.
 - Since the meeting was late in the month, the monthly numbers are out-of-date.
 - The Pool assessment (for compliance with new regulations) was \$500, but we don't have a quote yet for remediation. The baby pool will definitely need work to bring the drains into compliance.
 - Our current amount of late dues outstanding is \$6400, which represents 3-4% of the homeowners.
 - The homeowner who had outstanding fines and dues has settled their debts with the Association.

- 7:39pm – Committee Reports:
 - Stacey Spithaler is the new Chair of the Social Committee. She reviewed the tentative plans for events scheduled throughout the year. Events coming soon included:
 - 3/29 Organic Gardening Seminar
 - 4/11 Easter Egg Hunt (4pm)
 - 5/9 Community Yard Sale
 - 5/16 Pool Opening / Movies On The Lawn
 - The Social Committee needs volunteers!
 - The "February" Newsletter will be distributed by the end of March. We have a new volunteer for the newsletter, Marion Sousa, and Sandy Stansbury will transition to her by the next issue. It is crucial to our neighborhood communications that the Newsletter be put back on a regular schedule. Currently, we have 4 issues a year planned, but 5 or 6 would be better (either including an extra issue in the middle of the pool season, or publishing it bi-monthly.)
 - Betsy Zangara will be coordinating an update to the SG Phonebook. There should be a request for updated Phonebook info in the next Newsletter.

- 7:56pm – Bob Brethen presided over an open forum of homeowner questions:
 - One homeowner asked about how and when the neighborhood survey would be distributed. The survey will be reviewed again at the April meeting. The homeowner suggested using commercial survey software, and suggested various ways of phrasing the survey questions.
 - Randy Berault asked again for an updated copy of the financial reports and the reserves. David McAlexander explained that the reserves were not fully funded, but rather were partially funded each year. David also explained how the Reserve Study was derived. The homeowner expressed concern that the Reserves were being funded at an 18% level annually, instead of the 15% he recommended. At the current level of approximately \$59,000 being funded into



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Reserves each year, this represents approximately \$5.82 per home per year, and does not need to be adjusted at this time.

- Another homeowner asked if we should update the Reserve study soon, but upon further discussion, the Board decided that this was not an appropriate time for an update.
 - Homeowners inquired again about the proposed nature trail in the middle of the neighborhood. The Board explained that at this time, we are just reviewing what land the neighborhood owns, to determine if it is possible to use it to add amenities to the community. If any determination is made to investigate using the land, there would be many opportunities for homeowner input.
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- 8:40pm – The Board set the date of next meeting as April 27.
 - 8:41pm – The Board adjourned to Executive Session.



Board Of Directors Meeting Minutes April 27, 2009

Attendance:

BOD Members Present: Chris Zangara, David McAlexander, Bob Brethen, Rich Willis, Paul Sousa

Hawthorne Management: Wendy Parks

Membership Present: Vicki Roach, Paul Russo, Michael Dow and nine other homeowners

- 7:06pm – Bob Brethen called the meeting to order.
- 7:09pm – The Board approved the minutes of the March 23 meeting.
- 7:10pm – Paul Sousa updated the Board on the Homeowner Survey. The current version has 15 questions, and the Social Committee has asked to add some questions. **The Board voted to approve distributing the survey** with the current questions as written, and with the addition of the Social Committee questions.
- 7:19pm – Bob led further discussion of the common area in the center of the neighborhood. Currently, it appears that this area is not conducive to any development. **The Board voted to table this discussion indefinitely.**
- 7:22pm – **The Board decided not to pursue additional streetlights at this time**, due to prohibitive costs, and possible legal issues, as the lights must be installed on deeded easements. Unless the community survey reveals this issue to be a serious concern for homeowners, it will be tabled indefinitely.
- 7:30pm – David McAlexander updated the Board on the recent pool remediation. Total cost was \$6365. The main pool is now certified Federally compliant; the kiddie pool required more work to reconfigure the drains. Additionally, the kiddie pool was re-plastered. A homeowner inquired about what appeared to be ‘stress cracks’ in the pool; these are normal wear-and-tear issues that are to be expected at this point in the life of the pool.
- 7:37pm – David confirmed that our web services contracted has been executed and is covered for the upcoming year.
- 7:41pm – David gave the Financial Update.
 - Since the meeting was late in the month, the monthly numbers are out-of-date; as of March 31, we had \$69,939 in cash, reserves of \$25,862, and \$230,968 in total assets.



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- Our current amount of late dues outstanding is \$3720, which represents 1.5% of the homeowners.
- Notable upcoming expenditures are landscaping and pool repair; the current outflows for power and water are on pace with the budget.
- Paul noted some issues with the asphalt at the clubhouse. We don't have a current timetable for repairs, but will address them as needed.

- 7:46pm – Committee Reports:
 - Vicki Roach briefed everyone on the upcoming pool season:
 - Opening day for the pool will be 5/16, not 5/23 as previously reported, and the pool will be open the full Memorial Day weekend.
 - Several Pool parties are planned, but we did not schedule any formal Happy Hours this year. They will be scheduled as they arise.
 - The Pool will be open for 2 weekends past Labor Day, due to favorable response the last 2 years.
 - Kimberly will be providing lessons again, but she won't be working thru NOMAD. She will post contact info at the pool.
 - Tracy Isherwood is organizing a Swim Team for Stephens Grove. Currently, they are having all meets and practices at the Latta Spring pool. This arrangement is only for 1 year; if the team continues, she will contact the HOA about modifications to the SG Pool to accommodate competitive swimming.
 - Bob briefed the Board on Social Committee activities, since Stacey Spithaler was unable to attend the meeting:
 - The Community Yard Sale is scheduled for May 9. We will also be working with The Bin, a local non-profit, to collect 'leftover' items from the sale.
 - Movies On The Lawn is scheduled for the lawn area behind the Pool at 9:00pm on May 23.

- 8:04pm – New business was brought to the Board by several attendees:
 - Wendy Parks is researching options for renewing the \$53K CD, which will expire June 3. Current rates are about 2.5%. David advised we renew for 6 months only.
 - Wendy also noted that on her recent review of the neighborhood, the recurring yard maintenance issues seemed to be under control for now.
 - David asked Wendy to draft a letter to ABM Landscaping about recent performance issues – specifically, turf in poor shape, trees not trimmed, weeds in the planting beds, trash cans not emptied in the common area, and poor maintenance of the beds around the pool.
 - Paul asked about the conflicting Speed Limit signs on Stephens Grove Ln., near the Cathness intersection. There is a Town of Huntersville sign that says the



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speed limit is 25, and a wooden sign owned by the Association that says the Speed Limit is 20. David argued that the 20 mph sign should be removed as it was not legally enforceable, and created ambiguity for motorists. **The Board voted to remove the sign.** Bob will remove it at a later date.

- 8:22pm – Bob presided over an open forum of homeowner questions:
 - One homeowner asked that the Board either use Robert’s Rules more strictly, or not at all, to clarify the amount and timing of homeowner input to the meetings.
 - The same homeowner asked if the Board could revisit the issue of the 20 mph sign. He felt that removing the sign would remove some of the “ambience” and the “homey feel” of the neighborhood. A second homeowner, Jason Smith, committed to research the cost of replacing the Town signs with our own signs, similar to the one being removed.
 - Another homeowner, Michael Dow, asked how to pursue having a sidewalk installed on Stephens Rd., connecting Cathness Dr., and Birchwalk Dr. Chris Zangara recommended contacting Audrey Cruse or Justin Carol at the Town Of Huntersville.
 - A homeowner brought up concerns about CMS’s current redistricting plans for Hopewell High School. His concern, echoed by several other residents, is that changing school districts could have a negative impact on the community. HE would like the HOA to get involved in some way to advocate against these changes. David explained his approach to working with CMS in years past, particularly in getting people involved. The homeowner intends to get homeowners mobilized

- 8:47pm – The Board set the date of next meeting as May 26, the Tuesday following Memorial Day.

- 8:48pm – Bob adjourned the meeting.



Board Of Directors Meeting Minutes May 26, 2009

Attendance:

BOD Members Present: Chris Zangara, David McAlexander, Rich Willis, Paul Sousa

Hawthorne Management: Wendy Parks

Membership Present: Vicki Roach

- 7:04pm – Bob Brethen called the meeting to order.
- 7:15pm – The Board approved the minutes of the April 27 meeting, after clarifying dates for the pool season.
- 7:17pm – Paul Sousa updated the Board on the Homeowner Survey. At this time, about 20-25 homeowners have responded to the survey. The biggest issue reported thus far has been complaints about irresponsible dog owners. Paul will gather responses until the June meeting, and will then report. The information gathered so far will be used in future community newsletters.
- 7:27pm – Bob Brethen gave the financial update. The main items of note were a charge this month of \$5730 for insurance renewal, and landscaping fees.
- 7:30pm – Committee Reports:
 - Vicki Roach briefed everyone on the pool opening. There have been minor issues so far with older kids 'roughhousing' in the pool, and she is working with Shan of Ph Pools to address this. In addition, ants have been a major issue around the pool deck. A new vendor has been approached to treat the pest problems.
 - Bob briefed the Board on Social Committee activities, since Stacey Spithaler was unable to attend the meeting. The Movies On The Lawn, schedule for 5/23 was cancelled due to rain. The committee will attempt to reschedule it later in the season.
- 7:40pm – Bob and Wendy Parks reported on the recent incident where a car hit the clubhouse. The car rolled forward from the stop sign at Cathness at idle speed, and struck the corner of the clubhouse near the door, damaging one of the columns as well. The driver's insurance will be paying to cover the repair. There is not a timetable yet as to when this will be completed.
- 7:47pm – The Board set the date of next meeting as June 22.
- 7:48pm – The Board adjourned to executive session.



Board Of Directors Meeting Minutes August 24, 2009

Attendance:

BOD Members Present: Bob Brethen, Chris Zangara, David McAlexander, Rich Willis, Paul Sousa

Hawthorne Management: Wendy Parks

Membership Present: Vicki Roach, Rick Isherwood, Colin Chura, Doug Moore, and 12 other homeowners

- 7:01pm – Bob Brethen called the meeting to order.
- 7:02pm – In Old Business, Chris Zangara updated the BoD as to the town's progress painting stop bars at the intersections. The entire Board reviewed the current situations with ABM Landscaping. The contract needs to be re-bid for the 2010 budget. Wendy is collecting bids, and will provide a list.
- 7:06pm – Rick Isherwood addressed the Board on behalf of the Swim Team. The team is currently using the facilities at Latta Springs, and would like to practice and compete at their home pool in the 2010 season. This will require some modifications to the pool facilities, some new equipment, an allotment of time for the team to practice, and to host 2 swim meets. The meets are generally 4-5 hours and take place on a weekday evening. Rick estimated that 30 families in Stephens Grove participated in the team this year, and would expect participation to increase if the community were more directly involved. The team itself is user-supported, and would require no operational funds from the Association. .
- 7:40pm – Dave McAlexander gave the financial update. The main items of note were \$17,000 still outstanding from the mid-year dues, which is considered well within tolerances; and another CD which will be rolling over soon, for which he and Wendy are shopping rates. In addition, we are expecting a likely increase to the landscaping contract in the 2010 budget, since we are collecting new bids.
- 7:40pm – Bob led the discussion of new business:
 - Wendy is collecting new bids for landscaping – specifically, we are looking at ABM, Landscape Solutions, Birds, Valley Crest, and others.
 - David is working on the 2010 budget. There are no major changes expected from last year. The Board will vote on the budget in October, it will be sent to residents in November, and there will be a ratification meeting in December.
 - The problem of “Rent To Own” signs around the neighborhood was discussed – this will be discussed further at the next meeting.



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- Wendy has noted several issues with lawn weeds that need to be addressed – she will be preparing letters for the homeowners, and some may lead to further action.
- 8:01pm – Committee Reports:
 - Vicki Roach briefed everyone on the pool season, which is now winding down. The ant issue is now under control. ABM needs to address the weed problem inside the fence. Shan of Ph Pools will be attending the next meeting to discuss the contract and pool work over the off season.
 - Vicki briefed the Board on Social Committee activities. The recent pool party and after-hours social were well attended. The next planned event will be the Labor Day Ice Cream Social, and a Progressive Deck Party in September.
- 8:08pm – In the Open Forum portion of the meeting, Colin Chura of MacLauren Ln. spoke about deteriorating house and landscaping conditions in the neighborhood, which he said were driving down property values, and making it difficult to sell homes. He asked the Board how this was being addressed. The Board explained the due process we follow in addressing home conditions around the community, which is a progression from letters to hearings to fines and liens.
- 8:33pm – David motioned that the Board adjourn to executive session, seconded by Chris.
- 9:20pm – The Board resumed open session.
- 9:21pm – David motioned that the HOA support the Swim Team by purchasing the needed equipment and incorporating the necessary modifications into the off-season pool maintenance. In addition to their proposal, we intend to purchase metal platforms and flag poles. The motion was seconded by Bob Brethen and passed unanimously.
- 9:25pm – The Board set the date of next meeting as September 28.
- 9:26pm – The meeting was adjourned.



Board Of Directors Meeting Minutes September 28, 2009

Attendance:

BOD Members Present: Bob Brethen, Chris Zangara, David McAlexander, Rich Willis,
Paul Sousa

Hawthorne Management:

Membership Present:

- 7:09pm – Bob Brethen called the meeting to order.
- 7:13pm – In Old Business, the Board reviewed the August minutes, and made a correction. The BoD then discussed the proposals for the landscaping contract, and will decide on a vendor at the October meeting.
- 7:06pm – David McAlexander gave the financial update. Currently, the Association has approximately \$234,000 in cash and equivalents. We should be able to make proposed pool improvements from cash reserves, without needing to use money currently in CD's. There are several late fees outstanding from the mid-year dues collection. These will be reviewed at the next meeting.
- 7:25pm – Bob led the discussion of new business, which consisted of pool business. There are several needs for the pool in the near future, and these need to be prioritized:
 - Ph pools would like to replace the pumps in the pump room with one large pump, and would like to re-plumb the room.
 - The bathrooms need work to the floors, walls, and ventilation system. David will get quotes for this work.
 - The pool will need re-surfacing, but not this year. We will continue to monitor the pool and perform this work when necessary.
 - The pool deck needs to be resurfaced.
- 7:49pm – In the Open Forum portion of the meeting, the Board revisited the question of "Rent-To-Own" signs. The Board will take no action at this time, but Paul Sousa will have a note submitted to the newsletter on this topic.
- 8:05pm – The Board set the date of next meeting as October 26.
- 8:07pm – The meeting was adjourned.



Board Of Directors Meeting Minutes October 26, 2009

Attendance:

BOD Members Present: Bob Brethen, Chris Zangara, Rich Willis, Paul Sousa

Hawthorne Management: Wendy Parks

Membership Present:

- 7:04pm – Bob Brethen called the meeting to order.
- 7:06pm – In Old Business, the Board reviewed the September minutes.
- 7:09pm – Bob and Wendy Parks led a discussion of the landscaping proposals that had been submitted to the Association. Pros and cons of each were discussed, including effects on the 2010 Budget.
- 7:22pm – The Board voted to accept the bid by Landscaping Solutions for 2010. Wendy will convey this to the vendor, and make appropriate arrangements.
- 7:27pm – The BoD reviewed current outstanding late fees from mid-year dues, and voted to waive late fees for 6 homeowners. A discussion ensued about either moving the billing dates for the annual dues to February and August, or perhaps moving to a quarterly billing for dues. This discussion will be tabled until the next meeting where David McAlexander is present.
- 7:50pm – Bob led the discussion of new business, which consisted of pool business.
 - David is working with contractors on remodeling the bathrooms.
 - Bob led a long discussion about a proposal by Ph Pools to replace the pumps in the pump room. Currently, the Association has money available to perform the work, and there is a definite need. The pumps need to be replaced, but the previous failures have been inexpensive fixes. The primary concern is another catastrophic failure, which will close the pool. The BoD members present voted to table to discussion until the next meeting where David McAlexander is present.
 - The BoD voted to approve a proposal from Ph Pools to resurface the pool deck and repair the drains.
- 8:12pm – The Board set the date of next meeting as November 23, and set the Annual Meeting date as January 19, 2010.
- 8:15pm – The meeting was adjourned.



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Attendance:

BOD Members Present: Bob Brethen, Chris Zangara, Rich Willis, Paul Sousa

Hawthorne Management: Wendy Parks

Membership Present: Vicki Roach

- 7:01pm – Bob Brethen called the meeting to order.
- 7:02pm – In Old Business, the minutes from the October meeting were approved.
- 7:05pm – The 2010 Budget was ratified.
- 7:06pm – Bob led a discussion about the current priority list for HOA projects. The discussion centered around whether renovating the bathrooms or renovating the pump room had a higher priority. Rich Willis expressed a desire to do both projects, but only one is budgeted currently. The Association is carrying approximately \$36,000 in cash reserves into 2010, however, we will not see savings from the landscaping contract as originally planned, since the new vendor is very similarly priced. Once David McAlexander gathers solid quotes for the bathroom project, we will be able to make a determination. As it stands the major project priority list is as follows:
1. Bathroom Renovation **OR** Pump Room Renovation
 3. Resurfacing the Pool (planned for after 2010 season)
 4. Redecorating the Clubhouse (not to be done until AFTER pump room work, due to flooding concerns.)
 5. Resurfacing the parking lot.
- 7:25pm – Chris Zangara opened a discussion about changing the Dues Collection schedule to February / August I response to homeowner concerns about paying semi-annual dues immediately following the holiday season. At the point however, the delinquency rate is low, so it does not appear to be an issue. The idea will be set aside for now.
- 7:31pm – Bob briefed the Board on the current financials. The HOA currently has approximately \$36,000 in cash reserves, and \$2500 in delinquencies. The 2010 Budget was ratified at the opening of the meeting.
- 7:33pm – There was no New Business to be conducted.



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- 7:40pm – In the Open Forum, two concerns were reviewed. First, the landscaping at the front of the neighborhood is obscuring the Stephens Grove logo. This will be addressed with the new landscaping vendor. Second, the sandwich boards should be put out to announce the monthly BoD meetings.
- 7:45pm – The Board moved not to hold a December meeting.
- 7:49pm – Bob adjourned the meeting.