



## HOA Board Meeting Agenda

February 7, 2023 (1Q2023)

**President:** Michele Valencia  
**Secretary:** Brianna Williams  
**Director at Large:** Brian Agee  
**Director at Large:** Jason Lowe

**Director at Large:** Julie Hutto  
**Director at Large:** Erick Rock

**Managing Agent:** Tracy Sullivan, All-In-One (AIO)

Quorum Requirement: 5

### Call to Order: 7:08pm

### Minutes from November Board Meeting

Provided via email and approved during the meeting by a motion and second, with none opposed.

Approve

### Treasurer's Report – As of 10/31/2022

Michele Valencia

- Operating Acct - \$51,526.06
- Reserve - \$47,759.73
- Total Assets - \$99,285.79
- Delinquencies – significantly reduced from last Qtr and additional notice/contact to be made for those outstanding. Direct calls to be made by AIO regarding the 2 company leased properties. Suggestions from board member(s) on increasing fees for leased properties – more discussion will come on a future agenda item.

### Unfinished Business

- Update on Password Protected Directory on Website
  - Jason presented the board with his research into a potential password protected addition to our website where residents can access neighborhood information that we would like to keep private (such as a volunteer directory). His research led him to two potential website additions that we can test for free: Memberspace and Community Box (for the directory). He demonstrated how they would work in conjunction with the current website hosting plan and the board agreed to test them to determine if they are a good fit for our neighborhood purposes.
- Board Observed Violations
  - 1404 Hampton Glen Dr – Unapproved Addition in rear of house
  - Board members are encouraged to pass any potential violations (with pictures) to AIO if we notice them.

Jason Lowe

Michele Valencia

### New Business

- Update on Clubhouse Repair/Insurance Claim: An insurance adjuster completed an initial assessment of the damage to the clubhouse, but informed us that we would need another assessment once the damaged drywall and materials were removed and a thorough inspection could be done of the interior of the walls including the electrical work and mold inspection. The damaged materials have now been removed and we are waiting for an adjuster to come out and complete another inspection so we can know the full extent of the damages and what will be covered by insurance. AIO has been prudent in calling and emailing frequently to get a completed assessment to begin the work needed to repair the clubhouse. Our goal is to first complete the bathrooms and electrical work to avoid any possible delays in opening the pool in May.

Michele Valencia & Tracy Sullivan

- We were contacted by Cobb County about a possible beaver dam or limb obstruction in the drainage ditch at the far end of the common area grounds. RGS will be contacted to assess it and remove any obstruction and look for any signs of erosion to the drainage ditch and to propose/quote possible solutions.
  - We will work with RGS for additional quote to either trim or remove the Bradford Trees near the drainage ditch.
- We were contacted by a resident who asked if they could sit in on our regular board meetings (aside from the annual meeting). The board discussed it and voted to keep the meetings closed in light of the fact that the minutes are online for all residents to read following the meetings, and for the sake of efficiency of meetings.
 

Open

#### 2023-24 Budget

- After listening to residents at the previous assessment meeting and those who have contacted us since, the board voted to refrain from raising annual dues by \$100 and having an additional \$100 assessment in the Fall 2023, and instead to raise dues by \$150 to \$700 a year per residence in order to regain some of our depleted reserves, account for the raising costs, fund the playground replacement, and any cost we may incur to the clubhouse repairs beyond what insurance will cover. This would be a reduction in the total impact to assessments for the 2023-24 fiscal year from \$200/homeowner in 2 separate assessments to \$150/homeowner in one assessment for the annual dues.
- Michele will send out an email to all of the residents in the neighborhood to prepare them for the dues increase, and give instructions on how residents can pay in advance if they choose to do so.
- None of the neighborhood committees have requested a budget increase for the next fiscal year.
- The board went through the entire budget, examining each line item for possible errors and assessed for areas where we could make cuts.
- The playground replacement and possible enhancement will be put on hold until we can determine the amount of the clubhouse repairs that will be covered by insurance and if we would need to pay for any remaining balance to the clubhouse repairs from our reserves.
 

Tracy Sullivan

**Adjourn 10:10pm**

Michele Valencia

#### **Future Meeting Dates**

- Annual/Q2 Meeting – April 202 (Mon, April 17)
- Q3 Meeting July/Aug 2023 (Tues, Aug 15)
- Q4 Meeting – Oct/Nov 2023 (Tue, Oct 17)