

Avocet BOD Meeting Agenda –November 17, 2016

1) Call To Order

The meeting called to order by Tom Cole, President HOA. Members present Victoria Gaston, Mike Frintner, Harry Frazier, Ardie Sudduth, Tammy Foley; Julie Dominquez, Recreation Chair; Godfrey Gaston, homeowner. The meeting was scheduled for the third Wednesday of the month but due to the Thanksgiving Holiday and other scheduling conflicts, meeting was held Thursday, November 17.

Place: Avocet Club House

Time: 7:00—8:45

Members present reviewed the agenda items and the action of the Board follows each item in italics.

2) Acceptance of minutes from last meeting (Monthly, 10/19/16)

Minutes were accepted as distributed (with the correction of spelling of name: Dominquez) . Agenda/minutes will be submitted to website.

Committee Reports (if Applicable)

- ACC – 3304 Turnstone Court referred to BOD. *All members of the BOD present approved the request for a fence that follows the guidelines required by the Architectural Control Committee and forwarded to the BOD. Homeowner was notified of this decision.*
- Landscape Committee. *Mike reported that the committee had completed the following: replaced some of the bare, grass free areas with rocks; removed the Canna Lilies from the front entrance. The committee plans to review the status of a dying/recovering tree on Kittiwak. The repair of the sprinkler system was approved by the BOD by email consensus.*

3) New Business (Outstanding invoices, pressing community issues)

- Tennis Courts
 - Orientation—*Julie discussed the concern of the tennis players that the top court faces east/west so sun is always in some players eyes; lower courts are oriented north and south. The BOD will examine this concern after the first of the year.*
 - Overhanging Trees—*will be reviewed by Landscape Committee and request for trimming sent to Tammy to forward to arborist.*
 - Pressure-Washing: *Deferred until after first of the year due to cold weather.*
 - New Rollers—*Estimate of costs of rollers to be obtained; eight (8) new squeegees needed.*
 - A new sign was approved for \$203.00; \$97 for the official ALTA sign
 - Lock at the top courts is not locking. *Continued discussion of developing a keyless system for entry.*
- 3304 Turnstone Court Fence – waiting on answer from lawyer; *Lawyer determined that BOD can make the decision regarding a fence on the 3304 Turnstone Ct, a corner lot at the entrance to the subdivision. Approved as above.*

- All Power Electric – Front Lights - \$268.86 approved. *Mike will review additional electrical needs at front entrance.*
- Review changed tennis rules—*deferred to next meeting*
- Any other invoices outstanding
 - Aquatic Concepts-- \$561.13 for November pool service
 - Gaddis & Lanier-- \$639.50 for work done.
 - Steve Ray, Engineering; BOD will examine the two proposals for the Reserve Financial Study and vote by email early next week.
- Resident issues (if any)
 - *Need for a new grill; Mike will continue reviewing options for purchase for use by homeowners at the clubhouse.*

4) Financial Review

- Aging Report
- Balance Report
- Income Report—*2016 to date(October), income was approximately \$112,000; expenses were approximately \$120,00 due to required repairs/ improvements and planned expenses . The deficit of \$8,000 came from the reserves kept by the HOA.*

5) Past Due Review.

- Past due accounts were sent to Georgia Assessment Recovery for collections. Need update on status from GA-AR.
- L&J Final closeout complete?
Continues to be a work-in-progress.
- Updates from Gaddis & Lanier (if any).
Continues to work on the two properties with liens due to past due accounts.

6) Violations Review

- Current letters reviewed with Tammy. Request in to see how letters can be properly implemented in CMA's system. Tammy states can send out current necessary letters manually to catch-up.
Tammy reports three accounts are large; other accounts being caught up.
- Review current issues to determine which letters should be sent, including letters from legal. *This has been completed.*

7) Social

- Holiday Party—*due to limited funds, the party is not able to be sponsored by the HOA this year.*

8) 2017 & Future Capital Projects

- Look at additional landscaping projects. Ed Castro recommends upgrading landscaping over next 3 – 5 years in small projects. Will set up landscape plan.
Mike will review and present findings to BOD.
- Tennis – Pending tonight's discussion. *See above*
- Need to look at additional sod in areas not yet done. Review next spring. (Look at other ground cover in areas where grass won't grow)
- Need new pool furniture - TBD
- Future - Estimate from David Jones of Balanced Repairs to extend irrigation system down Lou Ivey to Apremont Entry, approximately \$2,300. Do when landscape project for that

area is implemented. *Also discussed installation of an electronic irrigation control for system when updated.*

- Key Fobs for Pool. *Tammy is getting two estimates and will follow up with this idea and report back to the BOD.*
- Cameras for Pool/Tennis area. *Deferred at this time.*

9) Old Business

- Review invoices from last meeting to verify payment
 - Aquatic Concepts – Pool Closing - \$741.96
 - Aquatic Concepts – Kiddie Pool pump repairs - \$204.16
 - Aquatic Concepts – Pump filters (both pools) - \$475
 - Gaddis & Lanier – Past Due Accounts - \$1283.50
 - Steve Golden – Clubhouse siding repair (grill fire) - \$575
 - Psycho Plumbing – Backflow test - \$300
 - Ed Castro – Mulch \$2700 / Junk Haul-Off \$75
 - *Invoices approved throughout the month by email vote of BOD.*
- Changed Tennis Rules to remove loophole—*complete review of rules to be completed at another meeting.*
- Received CRA report. Promised initially for November. Need to review to finalize ASAP. CMA working on new vendor. – Any update? *Not completed at time of meeting. The BOD will be in contact by email to evaluate and make decision.*
- Electronic payments for keys, clubhouse rental, tennis courts – feasibility.
- Still need to clean out pump room. Small community project? Ken doing some reorganization.
Plans to clean up the room after the holidays. Mike will review needs.
- Need to organize committee to work on POA Act. Floyd Dickens has agreed to lead effort. Attorney has also offered to help with this.

10) **Next meeting – December, TBD—BOD will not meet formally in December. Essential business will be conducted by email by all members of the BOD.**

11) **Next meeting January 18 in Club House at 7:00 p.m.**

12) **Adjourn**