

NPOA Member & Board Meeting Minutes
January 19, 2010

A. Members present

- a. District 1 – Larry Odensky –present
- b. District 2 – Debby and Dave Doerr – present
- c. District 3 – Robert Moore – present
- d. District 4 – Les Parker – not present
- e. District 5 – Ree Emberg –present
- f. District 6 – Mark Preslock – present
- g. President – Nathan Moore – not present
- h. Vice president – Britt Hutchison – present
- i. Treasurer – Ellen Ignatow –present
- j. Secretary – Shannon Hawkins – present

B. The meeting was called to order at 7:07pm

- a. We have quorum for the meeting.
- b. We need to work on getting the signs up too.

C. Appointment of Treasurer: A motion was made to appoint Ellen. The motion was seconded, voted upon, and approved.

D. Appointment of Secretary: A motion was made to appoint Shannon. The motion was seconded, voted upon, and approved.

E. Approve Minutes

- a. November Minutes were not approved via email. The minutes were handed out and approved.

F. Financial Report

- a. Ellen handed out the year-end financial report and budget. 2009 year end is finished. We finished about \$1300 positive. We did some nice projects and paid for them.
- b. 2010 Assessment will be past due Jan 31, 2010. Money is coming in.

G. Old Business/Updates

- a. We are currently accepting online credit card payments for the 2010 assessments. So far only two homeowners have made a credit card payment. This is just a pilot program, and we will have to review next month if we want to continue since we are paying for this service.
 - i. Britt will send out an email reminding folks to pay their assessments with the option of on line credit card payment.
- b. We successfully switched from Ambit Energy to Spark Energy and changed our rate from 13.9/kWh to 7.9/kWh.
- c. Thanks again to Robert Moore & Adan Herrera for hosting our 2009 Holiday Party. Everyone had a good time, and the food was great.
- d. Standing Water in greenways.
 - i. We completed the drainage clean out and additions in December. This was a needed improvement and will help our clubhouse and neighbors with standing water. After watching these new improvements this spring our goal is to take care of at least two more later this year.
 - ii. 2 new drains were uncovered that we did not know existed. 3 were cleaned out. There is now a map with number for each drain. Care of these drains is now included in the greenway maintenance.
 - iii. They added drainage behind Heidi's house that are now working well.
 - iv. Ree inquired about Mark's water problem. Drains were converted to 12 inch drains and should allow better drainage. Britt will be watching for new puddles with the next rain storm so that we can add other areas, a couple each year.
 - v. There is a pond behind 6102 Rollingbrook.

H. New Business

- a. Britt created a timeline of NPOA business.
 - i. These were included in the Representative packages.
- b. After our winter freeze, Mark found standing water outside the Clubhouse. We found that we had a water leak coming from the eastside of the clubhouse, and our original thought was that a pipe had frozen and broke. After our plumber dug around the eastside, we found that the sewer

drain from the clubhouse sink was corroded and broken in several areas. After review, these pipes had been cracked and broken for a long time. This problem has gone unnoticed due to the low usage of the sink in the clubhouse. None the less, it was still a problem of draining water along the Eastside of the foundation. The broken pipes have been replaced, and the rest was cleaned out due to blockage. Britt has created a map of these new drains and the new drainage drains.

- i. Quotes for fixing the urinal in the men's restroom and a pipe in the pump room are in progress.
- c. Ellen brought up scheduling furnace maintenance. Britt will update this on the timeline.
- d. As discussed briefly last year Britt would like to try to initiate an incentive program for Committee Chairs. Up to now most or all responsibilities have fallen on the President and Vice President due to lack of volunteers. The incentive is to help this situation and to get more members involved in our neighborhood. Suggested incentive is \$100 off next year's assessment after successful 12 month completion. Chair Positions needed are Greenway maintenance, Newsletter, Clubhouse Rental, Social & Hospitality, Pool, and Deed Restrictions. Yard of the month Chair is suggested to receive one of the gift cards that 'YOM' winners get, \$25 gift card. Britt brought up having 2 people doing deed restrictions, one on the Bob White side and one on the Albury side, each \$100.
 - i. Mark brought up a holiday light contest.
 - ii. Robert agreed to do Yard of the Month.
 - iii. Ellen expressed concern regarding the Welcome Wagon. She is concerned about people who are buying homes and leasing them out. Ellen believes that having the Deed Restrictions in the Welcome Basket will help. She is mainly concerned with unlicensed group homes.
 - iv. If approved, an e-mail will be sent to all members when guidelines are finished. Britt wants the committees to run things and Britt and Nathan will oversee things.
 - v. Ree brought up Deed Restriction person making more. There was some discussion
 - vi. A motion was made to give \$50 gift card for Yard of the Month selector, \$100 for each person doing deed restriction (max 2 people), and \$100 for each chair position if duties are fulfilled that would be money towards next year's assessments. The motion was seconded, voted upon, and approved.
- e. One of our responsibilities as board members is to take care of our Community Properties (pool, greenway, clubhouse, fences, play ground). Over the last few years boards have taken the steps to start maintaining and updating these properties. Like an old house these will be projects spread over years not just a few months. Currently our clubhouse and bath house are in despair and need to have a plan in place to update, remodel, and maintain. Currently Britt has been working on bids in areas of improvement and numbers should be available in February or March. Some items include: New security fence around pool area, Club/bathhouse (siding, trim, gutters, paint), pool updates/repairs, greenway drainage, clubhouse water problems, club/bathhouse remodeling.
 - i. Robert inquired about a priority listing of capital projects and how to get things on the priority list.
 - ii. Fencing around pool. Bids for this are in process
 - iii. Trim around clubhouse and bathhouse. Bids for painting and repair with hardy plank.
 - iv. Pool updates. Bids for repair of skimmer basket, preventative maintenance, etc.
 1. Robert wants the light in the pool fixed.
 - v. Greenway drainage problems.
 - vi. Drainage problems of clubhouse. Puddle of mud in corner likely needs to be fixed.
 - vii. Capital improvements are over \$1500. Three bids for each project are obtained, then the board votes on the project and the price/vender. The improvements using assessments are our responsibilities to keep the community maintained.
 - viii. Mark recommended that we spend our money going to get people to take care of their own properties, deed restriction violations.
 - ix. Lisa brought up having bees and wasps in restrooms and clubhouse. There is also a need for trash disposal in the restrooms. Also, people have asked to come in the

Clubhouse in the summer. Britt brought up that we need new umbrellas, shade canopy for the baby pool, and a canopy for the grass area. The restrooms need updating.

- x. Nathan is working on security bids.
- f. **Greenway Bids.** One bid for Greenway Maintenance for year. We decided to go with 1 bid from Cruz Lawn to save time. They have not increased their price, have added: fire ant removal, drain maintenance, and gutter maintenance.
 - i. \$28,185 year -- \$2346/month.
 - ii. A motion was made to approve contract for Cruz Lawn for upcoming year. The motion was seconded, voted upon, and approved.

I. New Business/Committee Reports

- a. Deed Restrictions (NPOA Board, OPEN)
- b. Security/Traffic (Mark Preslock)
- c. Trash (311)
- d. Pool Maintenance (OPEN)
- e. Greenway Maintenance (OPEN)
- f. Clubhouse Rental (Lisa Lowenstein)
- g. Hospitality/Social (OPEN)
- h. Yard of the month (Robert Moore)
- i. Directory, we have a majority of home owner information for the directory. Dottie Ward has volunteered to give it a try. We will try for 1st quarter 2010.
- j. Newsletter, (Ree Emberg).

The meeting was adjourned at 8:03pm.