

# **A BRIEF SUMMARY OF THE SPECIAL BOARD MEETING**

*Via Conference Call*

**Tuesday August 11, 2009**

**9:00-11:00AM**

**AWHOA Administration Building**

## **AGENDA**

**Present at Meeting:** Don Fourcade, Paul DeMond, Cheri Whalen, Enga Bach.

**Via Conference Call:** Sandra Johnson, Irv St. John, Ernie Shoults, Jim Bonnell, Carolyn Agee.

**Absent:** John Seader

Discussions, Planning, Review and/or Status regarding the following:

- **2008 Audit and Recommendations**

New accountant Reggie Brooks has reported that the audit of the associations books did not reveal any significant problems, were reasonable and complete and made recommendations for improvement in recording procedures. The final report will be available to members in September for viewing in the AWHOA Office.

- **2010 Budget Planning**

The Board is soliciting input on assembling the budget. It was pointed out that more details on where the money in the budget is going rather than just using a lump sum. Better planning is needed by groups receiving funds from the association thru itemizing their needs. Unspent income would carry over to reduce homeowner dues, fund the reserve account and provide for capital expenses. It was noted that general assessment fees cover only 80% of association's expenses with the remaining 20% coming from other sources such as the transfer fee.

- **Amending 2006/07 Tax Returns & 2008 Federal & State Tax Refunds**

Association should realize additional \$12,000+.

- **Attorney Reviewing HOA Governing Documents**

Attorney Charles Maxwell is reviewing CC&Rs and Bylaws before members vote on changes in early 2010. \$6000 was budgeted for this review in 2009. Meetings are planned to update members on changes.

- **Facilities and Fixed Assets**

Discussion centered on long term planning and what needs to be done in their order of urgency. The pool made the top of the list for attention followed by maintenance of asphalt and concrete projects. Input on this issue from members is encouraged. New pool furniture was put on hold until serious issues with the pool infrastructure are addressed. The exercise room will not use all its budgeted funds, which will free that money up for more pressing needs. A vote was taken to purchase a new kiln for ceramics at a cost of \$2300 and passed unanimously. A vote was also taken to purchase a new AC/Heat Pump at a cost of \$5825 for the Beauty Parlor. It was pointed out that the Beauty Shop rents this space from the association and that the old AC/Heat Pump was in dire need of replacement.

- **Fair Housing Act and Age Verification Requirement**

A reminder to homeowners that at least one member of each household must be 55+ and needs to have a photo copy of their driver's license on file in the AWHOA Office.

- **Funding of HOA Sanctioned Recreational Programs/Activities**

Discussion centered on clubs needing to have more fundraisers to help fund their activities and reduce reliance on the association.

- **Guidelines for Hiring Vendors and Contractors**  
To be carried over to October Board meeting.
- **HOA Meetings and Activities Calendar for 2009-2010**  
To be carried over to October Board meeting
- **Insurance Coverage**  
To be carried over to October Board meeting.
- **Nominating Committee**  
To be carried over to October Board meeting.
- **Promotion to Encourage Annual Assessment Payment**  
The Board is planning to promote total payment of annual dues in January rather than paying each month as a way to cut costs. It was suggested that prizes could be solicited from area businesses and that a drawing for these prizes would be held for the early payers. In the past, homeowners who paid the total amount at the beginning of the year received 1 free month, but that practice was done away with because it resulted in a loss of income. Details of the promotion will be announced later this year.
- **Property Management Research Task Force**  
To be carried over to October Board meeting.
- **Recycling Program**  
To be carried over to October Board meeting.
- **Renters/Absentee Homeowners**  
To be carried over to October Board meeting.
- **Reserve Study**  
A brief report was given on the Reserve Study being conducted by Great Boards. The extensive study points out a number of problems with deferred maintenance heading the list. Areas currently needing attention include the pool, asphalt maintenance and common buildings. The study states that a \$9.00 increase per month/homeowner would be needed. A vote of the homeowners would be required for this increase since it exceeds the 10% increase limit without a vote under State Law. The Reserve Study Report is available in the AWHOA Office for review by homeowners.
- **Safety/Security**  
To be carried over to October Board meeting.
- **Website Development/New Email Address**  
To be carried over to October Board meeting

#### **Adjourn to Executive Session**

- **Collections & Delinquencies**  
Closed Meeting.

**NOTE: The official transcription of the tape recorded minutes of this meeting will be posted on our website as soon as they become available. The summary above is based on notes taken at the meeting by Bob Teague, Website Editor.**