

# Austin Lake Homeowners Association Monthly Meeting Minutes

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February 3, 2015

## Officers in Attendance:

Wilson Pulgarin, President  
Charles Hunter, Treasurer  
Matt Callaway, Secretary  
Jim Kost, Grounds  
Lacy Kelly, Social  
Dave Hanlan, Vice President

Absent: Chris Mount, Architectural

- I. Call to Order
- II. Welcome
- III. Approved minutes from January meeting.

## IV. Board Discussion

1. Treasury Report:
  - a. 97 of 103 homes have paid HOA dues. Next set of letters to go to remaining 6 with stricter language that 10% late fee will be assessed if not paid by March 15. Motion made to authorize Treasurer to collect fee post March 15, passed unanimously.
  - b. Champion bill received for \$2,788 (billed in arrears) to be paid. Final bill should come in March as services finish February 19 after we provided 30 days notice in January.
  - c. Do covenants allow the Board to charge a one-time assessment or is a special meeting with member vote required? Charles will call Jamie (the attorney) re: reading the covenants to give advice on the Board's ability to potentially consider raising a one-time assessment as an option to allow tennis court replacement sooner than ~3 years it would take to build up reserves from annual dues. Unanimously approved.
2. Grounds and Maintenance
  - a. Keys – Charles sent letter to locksmith. Pool gate keys are ordered and will be shipped to Jim. Reminder: Homeowners pay for replacement keys. New homeowners are expected to obtain key from prior homeowner in the event of a sale.
  - b. Landscaping – Charles needs to send a letter to Gibbs (Jim sent to Charles for completion) and they will send us a contract back.
  - c. Champion had scheduled some work for Jan/Feb. Waiting on their response indicating what they will do in final 3 weeks.
  - d. Wilson noted the Austin Lake signage at neighborhood entrance needs maintenance. Wilson will match the gold and work on it when the weather warms.
3. Social
  - a. Clubhouse rental scheduled for Feb 15
  - b. Easter egg hunt tentatively Sunday March 29
  - c. Welcome baskets for new residents, basket not to exceed \$50/piece passed unanimously
  - d. Matt will contact webmaster again to obtain instructions on editing website, including a functional calendar, and also see why individual board email addresses are not working.
4. VP Update
  - a. Wilson presented Dave with the VP's list of projects to work on including capital reserves analysis work and HOA insurance policy update.
5. Architecture Update
  - a. Chris is not in attendance. Brief discussion on enforcement of new architectural standards occurred with no resolution.
  - b. Wilson met with the company who may refinish the tennis courts this year (budgeted). Refinishing courts this year will include one coat on specific areas that need extra patching and then one coat on entire court. New estimate for total replacement will be included.

Next meeting is March 3. Meeting adjourned.