

Austin Lake Homeowners Association Monthly Meeting Minutes

April 8, 2019

Officers in Attendance:

President:	Susan Smith
Secretary:	Kelly Layfield
Architecture:	Steve Stoichev
Grounds:	Leanne Allen
Treasurer:	Ruth Zimmerman

Board Members Not in Attendance:

Vice President:	Missy Baisden
Social:	Tina Southerland

- I. Call to Order and welcome
- II. Minutes from March 2019 Board meeting were approved
- III. Board Member Reports:

CLUBHOUSE:

- Upcoming clubhouse rentals: Two in May, one in June and one new rental set for July.
- The Board discussed the problem of people parking in the clubhouse parking lot who do not live in the neighborhood.

TREASURER'S REPORT:

- Four homes have not paid the 2019 dues. Ruth has not yet mailed out the reminder letters, but will do so in the next 2 weeks.
- Account balances as of 4/7/2019 are:
 - \$47,317 - operating account
 - \$25,294 - reserve account
 - \$ 9,394 - community development fund
 - \$82,005 Total all accounts
- \$8,050 has been moved from reserves to the operating account for the paint and repair work done at the clubhouse.
- An additional \$433 for the paint work will be moved from reserves this month. And \$10,630 will be moved from reserves to the operating account this month for the new pool furniture and swing purchased.
- Ruth advised that she did not have any financial records for review from previous years. As a result, she reviewed the Regions Bank operating account online for monthly expenses made from the operating account in 2018 as a basis for what we may expect to pay out for the remainder of 2019. For the months of April through December 2018, a total of \$46,195 was deducted from the operating account. The 2018 monthly expenses/deductions were not consistent and it appears that the previous treasurer may not have paid some vendors timely resulting in no payments made to them in some months and larger "catch up" payments made in several months. For the most part, it appears the monthly expenses average \$3,600-

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4,200 (not including the bigger ticket items: clubhouse improvements, progressive dinner) per month though it is hard to tell with the sporadic nature of how some expenses were paid in 2018. Ruth will spend a little more time reviewing the 2018 and 2017 bank statements (available online) to see what additional trends in expenses she can figure out for the next meeting.

- Based on this information, it appears we need to be careful about spending additional funds for improvements this year.
- We can use the Community Development Funds for new improvements to the community (as opposed to maintenance of existing things).

GROUND AND MAINTENANCE:

- Leanne will change the new door code.
- The porch swing and patio furniture have been installed. This expenditure was anticipated in the 2019 budget.
- Five umbrellas need to be purchased. Leanne will look for them at Costco or Big Lots.
- Leanne suggested a neighborhood sign-up sheet for volunteers to check the pool area for open umbrellas, toilet paper and general well-being of the facilities.
- The Board discussed the need to purchase trash bags, toilet paper and a mop for the clubhouse.
- Susan and Howard purchased a park bench for the common area. The Board would appreciate other neighbors also donating time or items to improve the neighborhood.
- The Board received an email from neighbor who is concerned about the back hill behind the pool eroding and being aesthetically displeasing. Leanne plans to meet with Gibbs to discuss a general planting estimate and timing for erosion control. The neighbor suggested that homeowners could make donations toward plantings of the hillside.
- Susan requested that Gibbs cut some limbs over the tennis courts. Ruth requested that the tennis courts be pressure washed to prevent long term maintenance problems.
- A few touch-up painting items around the clubhouse will be handled, including clean-up, when weather permits.
- The security camera sign at the clubhouse will be moved to the door or the window.
- Leanne posted an inquiry on Facebook as to a youth directory for kids in the neighborhood. About ten families were very receptive to the idea. We will add these names to the directory.
- A neighbor wants to donate a “Book Nook” to be installed at the clubhouse. The Board was very appreciative of the donation and discussed where to install it.

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- Leanne will ask Premier Pools what the day the pool opens (May 1st per the pool contract). She suggested that the Board could host an open house to show off the clubhouse and pool furniture. Food and drinks may possibly be sponsored by The Smyrna Team realtors. Leanne will investigate this possibility.

ARCHITECTURE:

- The Board discussed the need for a neighbor to paint a recently installed outbuilding.
- A neighbor complained about on-the-street parking. Susan emailed the neighbor to address the problem. If not corrected, the Board will need to send a letter.

SOCIAL:

- Suggestions for the next edition of Austin Lake newsletter:
 - Potentially selling advertisements in the newsletter for service providers;
 - Donations for plantings on the eroding hillside behind the Clubhouse;
 - Sign-up sheet for volunteers to perform summer inspections;
 - Book Nook installment and book donations; and
 - Youth directory.
- Open House and Pool Party with food sponsored by the Smyrna Team (date to be determined).

Next meeting board meeting will be Tuesday, May 7th at 7:00 pm

V. Meeting adjourned.