

**Austin Lake Homeowners Association
Annual Meeting Minutes**

December 9, 2019

DRAFT TO BE CONSIDERED FOR APPROVAL IN DECEMBER 2020

Officers in Attendance:

President:	Susan Smith
Secretary:	Kelly Layfield
Architecture:	Steve Stoichev
Treasurer:	Ruth Zimmerman
Vice President:	Missy Baisden
Social Committee:	Tina Southerland
Grounds & Maintenance:	Leanne Allen

I. CALL TO ORDER AND WELCOME

II. VOTE TO APPROVE MINUTES OF 2018 ANNUAL MEETING:

The 2018 Annual Meeting minutes were reviewed and approved by the membership in attendance.

III. ESTABLISHMENT OF QUORUM:

Missy Baisden confirmed that a quorum was established in keeping with the Bylaws by representation of 42 households (17 proxies and 25 household in attendance).

IV. PRESIDENT'S WELCOME:

Susan Smith welcomed the members in attendance, and thanked the Board for its efforts as well as the entire membership for their assistance through the year.

V. BOARD MEMBER REPORTS:

Clubhouse Rental (Missy Baisden):

- Missy reported 26 total rentals this year (2 more than 2018) through which the Association earned \$1,300 in 2019.
- A resident questioned the viability of renting the parking lot without the clubhouse. Another resident suggested the use of cones to reserve spaces for residents who rent clubhouse parking for overflow during peak times of regular parking lot usage.

Grounds and Maintenance (Leanne Allen):

- Leanne reviewed the tasks accomplished this year including, but not limited to, improvements to the clubhouse, replacement of toilets, replacement of pool furniture, reconstruction of retaining walls, replacement of pool tiles, addition of Nest thermostat, replacement of front door lock, and replacement of the pool salt cell.
- Leanne discussed selection of a new lawn service company, Georgia Landscape, to replace Gibbs.

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- Leanne discussed that some of the anticipated and budgeted projects for 2020 include pressure washing tennis courts after first of the year, installation of drains and grates to assist with water runoff, installation of mulch on lake path and pine straw in common area in the spring, and a significant clubhouse bathroom renovation project.
- Susan pointed out that the anticipated 2020 projects are budgeted to be accomplished without raising dues.

Architectural Control Committee (Steve Stoichev):

- Steve thanked the membership for improving and updating their houses. He mentioned the trend of painting brick houses.
- Steve reminded people of the process of submitting architectural approvals by way of the forms found on the ALHOA website.

Social Committee (Tina Southerland):

- Tina discussed the numerous social activities which occurred in 2019, including a restaurant meet-up, several neighbor-hosted happy hours, various holiday and pool functions, and the culminating progressive dinner.
- Tina thanked everyone who participated and especially those who served as hosts.
- Tina also discussed the quarterly Austin Lake newsletter she created and distributed.

Treasurer (Ruth Zimmerman):

- Ruth spoke about budget revenue, including home sale initiation fees, along with expenses, including big ticket items such as pool maintenance, lake maintenance, clubhouse maintenance and utilities.
- Ruth referenced the community development fund and reserve contributions for next year, each as more specifically detailed in the 2020 operating budget.
- Ruth noted that the Board used funds from the Community Development Fund to pay for the upgraded clubhouse door lock and Nest thermostat. A discussion among the membership ensued as to what expenses the Community Development Fund was intended to cover. A member suggested that if the community development fund hits a certain threshold, the Board should consider transferring the amount to reserves instead of allowing it to continue to grow.
- A member expressed his opinion that the reserves must be increased and not continue to decrease annually so that funds are available to pay for lake dredging project (previously \$95,000) which may need to be performed every 20 years. Ruth suggested adding a line item to the budget for continuing accrual of funds tagged for lake dredging when the time comes.

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- A member made a motion from the floor (which was seconded) that the incoming 2020 Board consider purchasing an updated reserve study.
- The Board mentioned that it tackled maintenance projects in 2019 that should have been performed several years ago according to the provisions of the existing reserve study.
- The membership in attendance unanimously approved the 2020 budget proposed by the Board.

Nominating Chair – Estee Lassiter:

- The Nominating Committee proposed the following slate of Officers and Committee chairpersons for 2020:

President	Brandon Nunley
VP	Josh Keller
Treasurer	Ruth Zimmerman
Secretary	Gail Sickling
Ground & Maintenance Chair	Leanne Allen
Architectural Control Committee Chair:	Jennifer Hanlan
Social Committee Chair	Steve Stoichev
Nominating Chair	Estee Lassiter

- The Board opened discussions for nominations from the floor, but none was received.
- A motion was approved to accept the proposed slate of officers and chairpersons.

VI. OPEN DISCUSSION:

The following questions were raised by members in attendance and addressed by the Board:

- A member asked a question about lake maintenance and the schedule of lake inspection.
- A member asked a question about a lot across the lake presently being surveyed (3 ac). A member noted that the Association owns the entirety of Austin Lake and that a developer of the neighboring land cannot build docks on the lake.
- A member asked a question concerning pine straw distribution.
- A member asked a question about the meeting schedule of the Board.
- A member asked a question about the schedule of the newsletter distribution.

VII. MEETING ADJOURNED