

**Austin Lake Homeowners Association
Monthly Meeting Minutes**

January 2, 2018
(Approved with revision 2/6/2018)

Officers in Attendance:

President:	Ashley Robison
Vice President:	Susan Smith
Secretary:	Kelly Layfield
Treasurer:	Joe White
Architecture:	Estee Lassiter
Grounds:	Paul Young
Social:	Missy Baisden

I. Call to Order

II. Welcome

III. Review of minutes from December 5th meeting—Approved

IV. Board Member Reports

A. Social

1. Missy reported that the Progressive Dinner went very well. Feedback from attendees was positive, and more neighbors volunteered to host than were necessary.
2. Missy may solicit opinions from the community to determine what new activities people might enjoy.

B. Treasurer's report

1. Joe distributed the final report from 2017, along with a fine-tuned operating budget for 2018 which includes a tracking column with placeholders for specific expenses expected to occur. Some categories exceeded the amounts budgeted in 2017 (landscaping, pool, telephone and electricity among others) while others ended the year with a significant surplus (social and capital projects). Per the tracking column in the 2018 budget, certain categories, including clubhouse maintenance and landscaping, would be significantly over budget if all expected projects are tackled.
2. The Association power bill has been much higher than usual, and a discussion occurred regarding whether to increase the rental fee for the Clubhouse to cover the extra utility usage. Ashley volunteered to track the electric usage and call Georgia Power to investigate if necessary.
3. Assessments were due on January 1st but the deadline to pay without penalty was extended to January 5th due to a technical glitch. Joe reported that payments have generally been submitted more slowly than last year, but the

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pace improved closer to the deadline. About 43% of houses have paid as of January 2nd.

4. The initial deposit into the newly created Community Development Fund is \$6,894. The initial deposit is comprised of unallocated funds remaining from the 2017 budget.
5. The reserve account balance as of 01/02/18 is \$18,520, which includes a \$10,000 contribution in 2017.

C. Architecture:

1. Paul reported that all but one yard was cleared of Fall leaves by the January 1st deadline.
2. Estee asked whether the Association typically fines residents for violating landscaping and architectural covenants. A general discussion followed on whether imposing fines would be a favorable thing to do in the future.

D. Grounds and Maintenance:

1. Paul reported that the landscaping contract may be placed out for new bids in hopes of receiving improved service for a lower fee.
2. Paul and Hal will walk the common area grounds together when Hal returns from Canada.
3. Lights in the front of the neighborhood are in need of repair or replacement.
4. New pine straw is needed around the clubhouse. Missy will provide to Paul the contact info for a locally owned and operated straw provider.
5. Paul will obtain the quote provided by Atlanta Arbor s to cut down the two dead oak trees near the front of the subdivision. The Association will notify neighbors when the company is scheduled to come out so that residents who wish to have trees removed can hire the same company, potentially at a reduced rate.

V. Open Discussion

1. Paul initiated a discussion concerning whether the Board could still take advantage of residents' expectation of higher dues in order to implement an assessment for special projects (i.e., people were prepared for the possibility of significantly increased dues, and still may be willing to pay more to fund a necessary

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improvement that would otherwise be paid from reserves). Further discussion followed regarding whether the Board is permitted to assess for special projects while there is a reserve balance. If permissible, funds collected in this manner would pay for things which would otherwise be required to be funded through reserves in the near future. Joe said it would be a good idea to begin identifying such special projects and putting together a sales pitch to present to the neighborhood. Suggestions for special projects to tackle include the retaining wall, new entrance lights and tennis court lights. Missy mentioned that Tripp may have helpful information about the cost of lighting.

2. Paul raised the topic of filling the large hole in front of the neighborhood with extra dirt from new neighborhoods under construction in our area. The Board was generally in favor of exploring the possibility. Paul will contact the City regarding new neighborhoods to be constructed in hopes of finding a developer willing to give us or sell us dirt at a reduced cost.
3. A general discussion occurred regarding access to Association email accounts, passwords and social media turnover from old board members to new ones.
4. Susan suggested revisiting whether resident children should be permitted to be members of the Austin Lake Facebook page, and if so, the appropriate age limit.

VI. Next meeting board meeting will be Tuesday, February 6th at 7:30 pm.

VII. Meeting adjourned.