

Austin Lake Homeowners Association
Monthly Meeting Minutes

December 5, 2017

Officers in Attendance:

President: Matt Callaway
Secretary: Susan Smith
Treasurer: Joe White
Architecture: Paul Young
Social: Lea Garvey

Also Present:

Lia Williams
Missy Basiden
Kelly Layfield

Absent

Vice President: Ashley Walker
Grounds and Maintenance: Glenn Layfield

- I. Call to Order**
- II. Welcome**
- III. Review of minutes from October 7, meeting—approved**
- IV. Board Member Reports**

A. Social

- 1. The progressive dinner will be Saturday, December 9, 7:00 pm, and will be cocktails and heavy appetizers. The list of attendees will be sent out this week.

B. Treasurer's report

- 1. Joe distributed a treasurer's report. He mentioned that one homeowner has not yet paid dues.
- 2. Joe reviewed last year's expenditures against the budget, explaining how and if each item exceeded its budget. Some items such as electricity was over-budget for reasons unknown; others such as capital projects were under-budget as a result of members doing much of the work ourselves. He reviewed the 2018 budget, distinguishing capital project fund from community development fund, and from operating budget.
- 3. Much discussion followed about the need for a special assessment and the community development fund, that was proposed in the annual meeting. It was agreed to wait until a specific need arose before discussing or levying a special assessment or spending any money that has not been allocated.

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4. Reserve balance is \$8662. Any money left over from capital reserves, will go into the community development fund.
5. Joe agreed to create a capital reserve line item budget.
6. Ways to increase capital reserves were discussed.

C. Architecture

1. Residents are encouraged to pick up leaves by January 1.
2. A new light bulb is needed for the spotlight on the entrance sign.
3. Chris Mount volunteered to put the wreaths on the entrance sign this year.
4. Matt expressed his appreciation for all Paul has done this year.

D. Grounds and Maintenance

1. Gibbs has put in new flowers at the entrance.
2. Gibbs has not yet laid pine straw around club house. They will lay pine straw around January when it is more practical.
3. We will contact Atlanta Arbor and other companies to get quotes to cut down the two dead oak trees near the front of the subdivision. We will contact neighbors when the company is scheduled to come out so residents can get trees and bushes trimmed if needed.

V. Open Discussion

1. The contributions during these last few years made by our outgoing officers were recognized. We are much indebted to Matt, Lea, and Glenn who gave so much of their time and talents to managing this neighborhood. They will be very much missed.
2. Missy Baisden will be the new social chair for the next year.

VI. Next meeting board meeting will be Tuesday, January 2 at 7:30.

VII. Meeting adjourned.