

Austin Lake Homeowners Association

Monthly Meeting Minutes

January 30, 2013

Officers Attending:

Wilson Pulgarin, President
Janet Kost, Secretary

Committee Members Present:

Glennnda Baker Grounds & Maintenance
April Winterscheidt, Social

- I. Call to Order
- II. Welcome
- III. Approval of January / 2013 Annual Meeting Minutes

Topic Discussed:

1. Minutes from Annual Meeting haven't been posted to website.
2. Charles and Janet were added as authorized signatures at Regions Bank on the checking account. Removed previous year's board members. Need to update signatures on the Money Market account in February.
3. Wilson would like to review insurance policy currently in place to ensure we have adequate coverage. .
4. Discussed numerous homes with violations.
5. Discussed several homeowners whom painted with color change without prior ACC approval. Discussed the possibility of fining homeowners whom don't get prior approval.
6. Discussed the lockbox at the pool. Need to get the lockbox code for the pool or cut the lock and replace it. The current BOD doesn't know the code or have a key.
7. Medco keys. The extra keys have been passed to board members thru the years and been misplaced. Need to create a process for key distribution/collection.
8. Discussed maintenance items needed around clubhouse. (Bathrooms, floor covering on main floor, wooden swings, front steps-"short"). Keep carpet on stairs.
9. Austin Grove's initiation fees into neighborhood. They possible owe HOA \$4000.
10. Discussed vacant deteriorating home on Terrace Ct.
11. Events- April brought a draft of events for 2013. In addition cocktail club was discussed. Will be hosted by volunteer homeowner. BYOB and snack to share. No cost to HOA but good way to get people involved.
12. Lake Dredging project. Need to proceed with plan. Need to get a vote on this from homeowners this year. In addition, need written permission to use property for equipment entry for 2234 AL Drive and 2236 AL Drive. We still need access approval from 2238 and 2240. Need additional members on Lake Committee.
13. Meeting adjourned

Action Items:

- A. Janet
 - a. Get copy of annual meeting minutes from Jean Powers and post to website.
 - b. Draft letters for permission to use property for lake dredging. (2234 & 2236 AL drive)
 - c. Accompany Charles at Regions for Money Market signature cards
- B. Wilson
 - a. Review Insurance Policy in place- Will get copies of policies from Charles.
 - b. Confer with ACC committee to address HOA violations and send letters. Including following up on the vacant home on Terrace Ct.

- c. Wilson will call Jaime to see if we can fine for color changes without approval. If so, what BOD/HOA will need to do to implement this plan
 - d. Austin Grove contracts. Email Jaime regarding possibility of builder owing HOA initiation fees now since homes are leased.
 - e. Check with Gibbs landscaping regarding lockbox key.
 - f. Check with ACE to see if we can duplicate Medco keys.
 - g. Provide quote for paint in clubhouse bathroom walls and ceiling tiles and main clubhouse hardwood floors.
 - h. Solicit homeowners for Lake Committee members need 2 non-lake front owners and 1 additional lake front owner.
- C. Charles
- a. Change signature card at Regions Bank for Money Market account
 - b. Update the corporate docs (Action Item from Jan 2013 BOD Meeting)
 - c. Review insurance policy with Wilson (Action Item from Jan 8, 2013 BOD Meeting)
 - d. Reach out to Al Little for financial audit (Action Item from Jan 8, 2013 BOD Meeting)
 - e. Treasurer to move excess money from checking to Money Market account. (Action Item from Jan 8, 2013 BOD Meeting)
- D. Grounds and Maintenance
- a. Get code for lockbox at pool gate. Check with Chris Mount and previous pool company.
 - b. Sent Wilson quote for hardwood floor covering.
 - c. Get quote to replace wooden swings with wood alternate-Trex
 - d. Glenda, Bring Austin Grove paperwork to Feb meeting.

Decisions Made:

1. Provide new homeowner's single key if not passed along from previous homeowners and charge \$25.00 for lost keys assigned to homeowners, not the address.

Next Meeting: March 7th, 2013 (1st Thursday of each month unless otherwise noted)

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