

October 2, 2018

Board Members in Attendance:

President: Ashley Robison
Vice President: Susan Smith
Secretary: Kelly Layfield
Architecture: Estee Lassiter
Grounds: Leanne Allen
Social: Missy Baisden

Not in attendance: Joe White

I. Call to Order

II. Welcome

III. Review of Minutes from September meeting (approved with revision)

IV. Board Member Reports

A. Social:

1. The social committee delivered six (6) gift baskets to new neighbors.
2. Tennis social may be planned for later this fall, perhaps in early November.
3. Halloween party and children's parade planned for the clubhouse. Party will start at 5:00 pm with pizza; parade will be at 6:00 pm.
4. Progressive Dinner to be set soon, perhaps December 8th.

B. Treasury:

Joe will email updated financials.

C. Architecture:

A neighbor removed large cypress trees; this change was approved last year;

D. Grounds and Maintenance:

1. Ashley has contacted the pickle ball vendor to stripe the court.
2. Leanne called the City of Smyrna again to ask that they cut back trees around certain street lights. Some homeowners have had trees trimmed on their own.
3. The Grace Meadows homeowner cut trees behind the Austin Lake tennis courts and left a good buffer.

**Austin Lake Homeowners Association
Monthly Meeting Minutes**

4. The abandoned boat near the lake was hauled away.
5. Leanne will obtain another quote for painting and pressure washing the clubhouse. Jose's painting quote was \$2,000. Interior painting (Benjamin Moore Revere Pewter) will be first project. Another option may be to have a painting party or a neighbor may perform the painting.
6. A neighbor is willing to install flooring at a reduced cost.
7. Lake report does not currently reflect spillway leak because the water level is low. The Board will continue to monitor the situation.
8. The Board discussed the need to replace the mulch on the spillway and decided to wait for the leaves to fall.
9. The pool company gave a good report on the status of the pump for at least another year. It reported we should pay attention to the salt cell.
10. Ashley ordered new pool keys.

V. Open Discussion:

1. The board discussed the need to prioritize expenditures and prepare the neighborhood for a suggested increase in assessments for 2019.
2. Date of the Annual meeting will be set at the next meeting which will be a Special Meeting set for Tuesday, October 23rd at 7:30 pm. The Board found it necessary to hold a special meeting to prepare for the 2019 proposed budget and annual meeting of members.

VII. Meeting adjourned.

**October 23, 2018
Special Meeting of
Austin Lake Board of Directors**

Board Members in Attendance:

President:	Ashley Robison
Vice President:	Susan Smith
Secretary:	Kelly Layfield
Treasurer:	Joe White
Architecture:	Estee Lassiter
Grounds:	Leanne Allen

Not in attendance: Missy Baisden

I. Call to Order

II. Welcome

III. Current Year Budget Discussions

The Board determined that the Annual Meeting of Members would be held on Saturday, December 1, 2018, at 2:00 pm.

Board members discussed the state of the 2018 budget and plans for the 2019 budget, including needed maintenance items and reserve contributions.

IV. 2018 Annual Meeting Prep:

- Joe is to circulate the proposed 2019 annual budget to the Board this week.
- Kelly is to send out by email at least 21 days before meeting (no later than November 9th):
 - Notice of Annual Meeting (in letter format)
 - Meeting Agenda
 - Proxy
 - Proposed 2019 budget
- Kelly is to send email and Facebook reminders to Members each week to solicit proxies from those who do not plan to attend the meeting.

V. Meeting adjourned.