

HOA Board Meeting Minutes

October 5, 2023

Call to order/Roll Call @ 7:04 pm

- Board Members present: Melissa Boyle, Andrew Hinton, Phyllis Moy, Eve Simpson, Judy Williams
- Residents in attendance: Hannah Hinton
- Motion to accept September 21, 2023, minutes, with corrections. Motion made by Eve, second by Andrew

Officer Reports

1. President: Phyllis Moy

- a. Insurance payments, a total of \$12,807, for the fence repair and partial payment for the clubhouse roof
 - Board has spent \$3,930 for fence repair; insurance allowed \$15k for fence repair and stain. Stain can be done in 60 days.
 - Insurance approved entire roof replacement as quoted by Upward, \$16,000
 - Insurance total estimate for fence and roof is about \$31k
 - Remainder will be paid when photos and invoices are submitted
- b. Internet
 - AT&T sent Kandice the wifi user name and password
 - Eve tried to log in but was unsuccessful
 - Melissa will have Patrick check it out
- c. Erosion quotes
 - Quote received from Crabapple for \$3,336.63
 - Ernesto, who fixed the fence, is coming to make another quote
 - Need one more
 - Eve wanted clarification on why we needed to fix. Phyllis explained residents had French drains on their own property. The erosion was messing up not only the drains but causing property damage.
- d. Grass dam
 - Needs to stay on
 - Need to put in the budget to have company that took care of storm damaged trees take care of canopy during their off season
- e. HOA liability
 - Checked with Kandice and attorney about what information can be shared from a board meeting with resident members. Board is elected to make those decisions in behalf of the community
- f. Violation questions
 - Kandice said photos are provided to residents when the violation is sent

2. Vice President: Judy Williams

- a. No updates

3. Treasurer: Eve Simpson

- a. Operating account has \$55,100.59

- b. Reserve account has \$11,230.17
- c. Checking account needs to have at least \$25,000 in it

4. Secretary: Melissa Boyle

- a. ARC Guidelines document changes given to Eve for review. Will need to vote on at next meeting so can post.
- b. Towing information – Melissa will complete the form and submit. Towing company will give us a sign and stickers to put on violators cars. We will move current sign to the clubhouse wall. Andrew made motion, Judy seconded.
- c. Newsletter-will have ready for review on 10/11 to go out on 10/13. Asked Andrew for chili cookoff requirements, Eve for ARC update, and Phyllis for “news from the President”.

Committee Reports

1. Architectural Review Committee (ARC) – Eve Simpson

- a. Recently approved requests:
 - 4770 Orchard Park Lane, landscaping and fence stain
- b. Pending requests:
 - 4770 Orchard Park Lane, asking for transparent stain color. Mike Britt is sending Eve color he used on his fence

2. Safety & Security Committee (SSC) – no committee chair

- a. Lamp post in cul-de-sac has been turned off. Melissa will contact Georgia Power to see when it will be fixed

3. Pool/Clubhouse Committee (PCC) – Michelle McHugh and Julie Kijowski

- a. Replacement slings have been received. Melissa will put volunteer request in the newsletter.

4. Beautification/Landscaping Committee (BLC) – Dean Mills and Rosita Presley

- a. Community work day, October 21.
- b. Yard of the Month sign – Melissa will check into and have options for next meeting
- c. Phyllis wants a sign for the dock “This dock is for Orchard Lake residents only” and additional signs for around the lake “Orchard Lake residents only”

5. Social Committee –Andrew Hinton and Suzanne Roche

- a. Upcoming events: Summer/Fall
 - Fall Hayride/Chili Cookoff will be October 21, rain date November 4. Melissa is putting in the newsletter. Andrew will check with a couple residents about design and information.
 - Andrew wanted to ask for haybale donations. Eve told him he had a budget and could use that for the hayride. He will wrap so can use again at the holiday party and maybe next year?
 - Holiday Party will be December 16

Old Business

- 1. Under office reports

New Business

- 1. Erosion quotes: Andrew will call companies to get more quotes for erosion issue between OVW and OLD. Additional quotes to be presented at next meeting.

2. Highway 9 Fence Repair: Elevation Scapes bill was over quote because needed to replace an additional post that could not repair.
3. Power wash for fence: could we use residents' water and power wash ourselves. Andrew to head this up so we can save \$10,000. Would be Tallant property border and Highway 9 fence lines.
4. Fence stain: when completed, will need to send pictures for insurance payment. Have to wait 60 days for new wood to dry out.
5. Clubhouse roof replacement approved by insurance. Phyllis made motion for Upwards to complete, Eve seconded
6. Budget: Kandice has made initial budget based on current costs and dues
 - a. Insurance projected to increase between 9% and 25%. Kandice used 10%, Phyllis is estimating 15% (\$6,047)
 - b. Erosion issue: Eve will request make a subline under Landscaping. Approximate cost \$3,400.
 - c. Grass dam: Eve will request make a subline under Landscaping. If done on a community work day, tiller rental (\$2,000), grass seed, tree canopy trimmed (\$2,500). Approximate total, \$4,500.
 - d. Playground mulch: Eve will request make a subline under Landscaping. Will buy in bulk from Home Depot and have delivered. Currently \$700. Will have spread on spring community work day.
 - e. Have \$1,200 going into reserves. Was going to have \$1,066.
 - f. Dues increase: discussion on how much to go up in order to build reserve back up. Andrew made motion for \$750, Melissa seconded.
 - g. Budget: with changes to be made, Phyllis made motion, Melissa seconded.

Announcements/Remarks

- Next board meeting scheduled for Thursday, November 16, 2023
- Motion to adjourn made by Melissa, second by Eve
- Adjourned at 9:04 pm

Action Items

- **All**
 - Read community by-laws
- **Phyllis**
 - Contact Upwards for roof replacement schedule
 - Send Melissa email from Kandice and attorney on HOA liability
 - Send Melissa article from HOA President for newsletter by 10/11
 - Contact tree company about trimming canopy during off season
- **Melissa**
 - Send September mins to Dave & Kandice
 - Update website calendar
 - Contact Kandice about completed towing form
 - Send newsletter to board members by 10/11 for distribution on 10/13
 - Have husband check clubhouse wifi
 - Contact GA Power on light pole repair/replace status

- Research signs for dock and around lake
- **Eve**
 - Send Melissa ARC article by 10/11
 - Read ARC Guidelines; send Melissa changes so can vote on at next meeting
- **Andrew**
 - Get additional quotes for erosion issue
 - Talk to several residents about chili cookoff logo; send to Melissa along with rules
 - Contact fence line homeowners about having access to their water for power washing