

HOA Board Meeting Minutes

March 21st, 2024

Call to order/Roll Call @ 6:45 pm

- A. Board Members present: Melissa Boyle, Eve Simpson, William Sparks
- B. Residents in attendance: Phyllis Moy & Andrew Hinton
- C. Eve motioned to accept February 15, 2024, minutes. William - Seconded.

New Officers

- a. Melissa Boyle- reelected to the board, William Sparks- newly elected to the board.
 - i. Phyllis Moy-Resigned from the board. Andrew Hinton- No longer on board.
- b. Orchard Lake Community HOA Board of Directors:
 - i. Melissa Boyle - President
 - ii. Eve Simpson - Treasurer
 - iii. William Sparks - Secretary

Old Business

- A. **Andrew Hinton;** Update on the beavers:
 - a. Found where Beavers are located, dam is located in on the right side of the lake behind 4670 - 4650 Orchard View Way.
- B. **Phyllis Moy, Prior President (Resigned from Board)**
 - a. **Erosion quotes**
 - i. Quote received from Crabapple for \$3,336.63
 - ii. Quote received from Orr Removal & Land Care for \$4,000
 - iii. Discussion in favor of moving forward with Orr Removal & Land Care due to services levels more in line with a long-term solution.
 - iv. Melissa motioned to approve Orr Removal & Land Care for \$4,000.00 - Eve seconded. All members voted in favor. Approved.
 - b. **Earthen dam**
 - i. Amanda from Forsyth County came out to inspect and mentioned water levels in the Detention pond were too high. Comments were made that the drain may be clogged up.
 - ii. Melissa to request Crabapple clear drains when conducting Detention Pond clean up.
 - iii. The chain link fence needs to be repaired around the fence. Members to assess the extent of damage and request either fixed by residents or quotes for external vendors pending extent.
 - c. **Neighborhood Fence:** Repairs are completed, Terrapro is pending final payment, and waiting for the distribution check from Orchard Lake's Insurance.
 - d. **Annual Meeting:** Minutes will be reviewed and approved during next annual meeting (2025)

Officer Reports

President: Melissa Boyle

- A. **Newsletter** - last iteration went out in February. Next iteration to go out in May; topics to include; Pool season dates, reservation process/rules for the clubhouse, Forsyth County School updates, traffic rules reminders. Recaps of opportunities to serve on neighborhood committees.
- B. **Yard of the Month**
 - a. Flags & stakes have been ordered - all items due in by end of month. Will proceed with yard of the month beginning May 1st.

- C. Dock Signs;** Reviewed three options, selected red & white sign. adding verbiages to include the following; “Private Property,” “Orchard Lake Residents” “Use at own risk”

Treasurer: Eve Simpson

- A. **HOA Dues:** 56 Residents have paid full or partial 2024 dues. Nets little over \$24,000 in “income” for the month of March.
- B. **Financials:** Reserve appears negative, however there is a net forward from 2023. In 2024, we have spent \$4,600 while budgeting \$3,000.
- C. **Detention Pond Clean Out:** Detention Pond (*small pond located in back left side of the community - surrounded by fence*) clean out is budgeted for \$1,600 for the year.

Secretary: William Sparks

Committee Reports

Architectural Review Committee (ARC) – Eve Simpson

- A. Committee Members: (1) Eve Simpson, (2) Pat Stanley, (3) Matthew Huddle
- a. Pending Requests:
- 4355 Orchard Lake Dr – adding a gazebo. Previously approved, requesting larger gazebo approval. Confirming need for anchoring, and monitoring of set-back clearance as required by the County.
 - 4820 Orchard Park Ln – Eve is following up because have not submitted ARC request for the brick change

Safety & Security Committee (SSC) – William Sparks

- A. Committee Members: (1) William Sparks
- B. Actively looking for at least one more resident to join the committee.
- C. William to reach back out to GA Power & Lights to approve the change of lights to LED in the community. No charge to Orchard Lake Community. No forecasted billing differences.
- D. William to reach out to GA Power & Lights to request a map of lights noting which have motion sensor lights/which are constantly on.
- E. William to reach out to the local Sheriff’s Department to request information/training sessions for Homeowners on how to identify, deter, and act on active safety concerns in the neighborhood.
- F. Melissa provided board members; Eve & William with both parking violation & parking tags for Orchard Lake Community’s Clubhouse parking lot.
- a. Reminder to residents to request a parking tag from the Board when leaving vehicles parked at clubhouse parking lot for more than 12 consistent hours.

Pool/Clubhouse Committee (PCC)

- A. Committee members; (1) Michelle Phelps, (2) Julie Kijowski
- B. William motioned to consolidate the committee with the Social Committee - Melissa seconded. All Board members voted in favor.

Beautification/Landscaping Committee (BLC) – Phyllis Moy

- A. Committee members: (1) Phyllis Moy, (2) Susan Holliday
- B. Melissa to request grading in the playground area be completed by Orr Removal & Land Care when conducting grading for erosion correction.

- C. Orchard Lake Community is budgeted \$1,300 for the year for both Spring Mulching and Fall Pinestrawing.
- D. Scheduled Spring Work Day for Saturday, April 13th, rain date for Saturday, April 20th

Social Committee – Andrew Hinton

- A. Committee members: (1) Andrew Hinton
- B. Actively looking for at least one more resident to join the committee.
- C. Orchard Lake Community to host Pool Opening Party - Saturday, May 18th. Pool to remain open until Sunday, September 15th.

New Business

- A. Pool Dates;** 2024 Pool Season proposed for May 18th 2024 thru September 15th 2024 pending response from pool maintenance company.
- B. Repairs Needed:**
 - a. Boards on the dock need to be repair - William to investigate and potentially repair pending extent of repairs needed.
 - b. Rot occurring on fascia board on clubhouse - William to investigate and potentially request quotes pending extent of repairs needed.
- C. Dog Waste Station:** William to take over filling waste bags and emptying the trash.

Announcements/Remarks

- A. Next HOA Meeting; Thursday, April 18th, 2024.
 - Eve motioned to adjourn meeting. William seconded.
 - Adjourned at 8:09 pm

Action Items

- A. Melissa Boyle, President
 - a. Inform Orr Restoration & Land Care of approved quote - schedule service.
 - b. Schedule Crapapple to clean out the pond, request them to clean the drain on the lake side from fallen trees.
 - c. Draft next iteration of newsletter
 - d. Draft and order Dock signs with amended language.
- B. Eve Simpson, Treasurer
 - a. Remind 4820 Orchard Park Ln of needed ARC request for brick change.
- C. William Sparks, Secretary
 - a. Reach out to GA Power & Light to approve light changes and lighting plan.
 - b. Reach out to local sherrif department to inquire on neighborhood safety programs
 - c. Review the extent of damages at: pond fence, dock boards, clubhouse rot.