

Homestead Homeowners' Association Board of Directors February 20, 2012 Minutes

- I. The regularly scheduled board meeting was held February 20, 2012, at The Homestead clubhouse. The following board members were in attendance:

Ty Albright	Premier Communities:
Rusty NejdI	Caroline Guerra
David Gatz	Karen Rayl Bassham
- II. The agenda was presented, quorum was established and the meeting was called to order by President Ty Albright at 7:05 p.m.
- III. Ty Albright moved to approve minutes from the January 9, 2012, board meeting and David Gatz seconded. Board approved unanimously. Karen Rayl Bassham, HOA Administrator, was appointed scribe for this meeting.
- IV. Annual Meeting:
 - A. Caroline Guerra, Premier Communities, reported that 24 proxies had been received so far.
 - B. The Board discussed the three openings on the board. David Gatz and Rusty NejdI both confirmed they would run. No nomination forms had been sent in from residents.
 - C. Second mailing will go out first week in March.
 - D. Members were reminded of the Annual Meeting planning session on Monday, March 19.
- V. Social Events: Since no residents have volunteered to coordinate any events except the July 4th Parade and Picnic (Rusty), KRB said she would put out a call for coordinators in an email blast. Board granted John Waida's request for \$400 to use for the annual golf tournament.
- VI. Financial/Insurance:
 - A. Caroline provided some information on Red Rock Financial, which does collections for many of Premier's properties. She will bring information comparing it to Suzy Rice's services to the April board meeting.
 - B. The Board decided to sign the new contract sent by Suzy Rice to have her continue working on the accounts she currently has.
 - C. Ty requested that Caroline provide the financial report required per the Property Management contract with Premier management, an Excel document that can be studied. She will work with Premier's accountant to get this in place.
 - D. Board authorized Caroline to request a proposal for an audit or financial review, and authorized engagement for such services not to exceed \$1,200.
 - E. Caroline reported that KRB had been provided a debit card worth \$500 to use for petty cash. KRB reported she still had about \$75 from current petty cash, which will be used first for expenses. She will provide Caroline with the information.
 - F. Ty asked Caroline to make sure none of the HOA's bank accounts exceeds \$250,000 as required in the contract.
 - G. The Board approved using the second option provided by Premier in which to invest CD funds: Bank United Money Market FFI Program and US Bank Money Market FFI Program. Premier also will set up an interest bearing Operations account.
 - H. The discussion on insurance policies was tabled for the April meeting so Ed Skelton could participate. Caroline asked that Premier Communities be recorded on policy as management company.

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- VII. Premier Communities transition update:
- A. Board reviewed the Management Report provided by Premier.
 - B. Caroline reported that all board members now had access to the Premier Connect website. Residents would receive registration information for the website with the next mailing about the Annual Meeting (first week of March).
 - C. The Management/board calendar for 2012 was reviewed and board agreed to keep this as a working document for this and future boards.
 - D. Current list of delinquencies was reviewed and Ty mentioned that we should be following last year's board resolution to refer all delinquencies over \$1,000 to Suzy Rice to be put on lien. Two residents will be referred.
 - E. Board reviewed a binder of documents that will be provided in each closing package including all governing documents and the welcome packet.
 - F. Board approved use of email blasts as a useful communications tool as long as message provides a way to "opt out" of these emails.
- VIII. Landscaping/Common Areas:
- A. Board approved opening and closing dates for the pool as Saturday, May 26, for opening and Saturday, Oct. 6, for closing.
 - B. Board discussed maintenance of those items budgeted for in the Reserve Study. The management Team had done an inspection of these items. The Board authorized Caroline to obtain proposals for these projects and take action to have the work completed so long as the cost was within the amounts budgeted for in the reserve study. Caroline will communicate the results of these efforts to the board via email.
 - C. KRB and Caroline will meet with Matt Ross from Southern Botanical regarding plans for this year, including the irrigation repairs/ET Controller update and tree replacement update. Board wants formal recommendations and landscaping proposal for 2012 at the April board meeting.
 - D. KRB and Caroline will work with Southern Botanical to get anthills taken care of in Primrose Park and other areas, and standing water in Primrose Park.
- IX. ACC:
- A. Following unanimous approval by the Board, Ty Albright signed board concurrence signature on new ACC Bulletin: 4.5-4 –*Height of Fences on Ivy Lane and Pecan Grove Facing Older Neighborhood*.
 - B. Board discussed compliance issues regarding the lack of fence caps on the wooden fences facing alleys on Morning Glory and whether large team/special interest flags should be considered signs and out of compliance. It was decided to let ACC decide on fence caps as ACC requests come in. No action will be taken right now on flags.
- X. Homeowner Comments
- A. Ronnie Booth requested to get copies of the newsletter and the bill for dues. His home is officially owned by his daughter in law. KRB will send him newsletter. Caroline told him we needed to have approval in writing to send bills to him.
 - B. Tom Washington praised the board for their time and efforts.
- XI. Ty Albright announced a short Executive Session would be held regarding escalation of delinquency actions.
- XII. The regular board meeting was adjourned at 9:15 p.m.