

**Homestead Homeowners' Association Board of Directors  
September 16, 2013 Board Meeting Minutes**

- I. The board meeting was held September 16, 2013 at The Homestead clubhouse. The following board members and others were in attendance:  
  
Board: Edwin Skelton, Rusty Nejd, David Gatz, Steve Kerper and Noureen Khan  
FirstService Residential: SunDay Wright, Katie Paul, and Cheryl Brewer HOA Administrator
- II. The agenda was presented, quorum was established and the meeting was called to order by board member Rusty Nejd at 7:04 p.m.
- III. Introductions were given by SunDay Wright, Association Manager.
- IV. Ed motioned to approve the July 15, 2013 minutes with the change in wording for referencing "Bulletins" to "Drafts" in section VI paragraph (A).
- V. Robin Mercer with Southern Botanical discussed the following:
  - A. The Completion of the Main Entry and Rabbit Run bed enhancements.
  - B. Confirmed the scheduled Median tip bed renovations to begin in the middle of September.
  - C. Presented proposal for edging around children's pool area. Board approved \$101.18 plus tax.
  - D. Presented proposal for Bradford Pear removal at Cemetery Hill & E. Branch Hollow. Board approved \$195.00.
  - E. Presented proposal for front entry tree pruning. Board approved \$6,062.00.
  - F. Presented proposal for mulching all beds. Board approved \$5,953.75.
  - G. Discussed the winter color section, and that pansies would not be available until about the first week in October. Southern Botanical would begin with bed prep awaiting arrival.
  - H. Board discussed a fall pumpkins display around the front sidewalk to the clubhouse for October/November festivities. Board approved an amount not to exceed \$500.00.  
Robin will provide management and Board with a site map to include all upcoming Median tip enhancements.
- VI. Community Pool Discussions:
  - A. Board President and HOA Administrator discussed an occurrence at the pool earlier in August. A homeowner teenage party was in question regarding the age and parental supervision. It was found to be in compliance and that the age requirements currently in effect will remain as well as the number of guests per member will stand as is.
  - B. The closing date of the pool has been scheduled for the close of business on the 6<sup>th</sup> day of October 2013.
- VII. ACC Discussions
  - A. The Board chose not to reverse the ACC denial of the awning installations for Acct #0014.
  - B. Mr. Gary McCoy submitted his candidate form for the ACC Committee to the Board of Directors, and discussed his interest, knowledge and interpretation of the position.
- VIII. Community Insurance Discussion:
  - A. Edwin Skelton, Board Treasurer, spoke about the Association's current insurance policy.
  - B. Concerns regarding the control of repairs and final approval of contractors.
  - C. Board approved Mr. Skelton to contact Chris Hill at the Underwood Hill Agency and request 2 independent quotes.
  - D. Management provided Mr. Skelton a full copy of the Community's Insurance Policy.
- IX. Upcoming Community Events:
  - A. Rusty Nejd, Board President, confirmed the fall festival date of November 2, 2013.
  - B. Also, the Board confirmed the Members request to host an event on November 1, 2013 "Manly Man", which will be opened to the entire Association.
- X. Management Report:
  - A. Topics included the \$112.00 difference between the US Bank Capital Reserve withdrawal, and the increase in the One West Bank Account. Which was explained as a two month cash balance report, and the decrease occurred in one month, and the interest was included in the other which gave a combined increase of \$219,889.80. The \$112.00 was noted on page 2 of the August Income Statement.
  - B. Discussed the four delinquent accounts in a collection status. Made note that a detailed delinquency report to be included in all packets.
  - C. Violations categories included:
    - All fence violation reminders to be 30-day compliance.

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- All landscaping (grass, weeds, shrubs, removal) to be 15-day compliance.
- Management will have Southern Botanical provide information on shrub trimming/maintenance.
- Immediately hold on all fence post reminders until clarification from Attorney.

XI. 2014 Proposed Budget Review:

A. Board requested changes and documentation:

- 4520 – Legal Fees Income – decrease to \$5,000.00
- 7140 – Telephone/HOA Administrator – the board feels this is an excessive charge and thinks that \$1000.00 annual at about \$83.00 is more than enough coverage.
- 7240 – IT Support – wants to know why and what this coverage is for.
- 8100 – HOA Board Administrator – board would like a copy of the contract initiated by prior President, and questioning increase in salary and why they are absorbing costs.
- The Board Vice President would like a copy of an excel spreadsheet containing the budgeted numbers, anticipated calculations for 2013 and a way to access the Journal Entries.

XII. Homeowner Q & A topics included the following:

- A. Seven homeowners were present and expressed concerns of recently received friendly reminder notices pertaining to shrubs and fences.
- B. Addressed all homeowners about their concerns and the Board of Directors is awaiting clarification of "Fence Post Placement" wording and interpretation.
- C. All spoke to the members about the purpose of the ACC Committee and their responsibilities to the Community.
- D. Topics also included the difference in a "Friendly Reminder" verses "ACC Non-Compliance" infraction.
- E. A homeowner asked about specific tree replacement requirements for yards. It was explained yards have no restrictions on easements and medians.
- F. Board spoke about the purpose of the "Discuss List" and when to contact Management for an extension or Community complaint.

XIII. Adjourned 9:46 p.m.