

**Homestead Homeowners' Association Board of Directors
November 18, 2013 Board Meeting Minutes**

The board meeting was held November 18, 2013 at The Homestead clubhouse. The following board members and others were in attendance:

Board: Edwin Skelton, Rusty Nejd, David Gatz, and Steve Kerper. Absent: Noureen Khan
FirstService Residential : SunDay Wright, Katie Paul, and Cheryl Brewer HOA Administrator

- I. The agenda was presented, quorum was established and the meeting was called to order by board member Rusty Nejd at 7:06 p.m.
- II. Introductions were given by SunDay Wright, Association Manager.
- III. Minutes from the October 21, 2013 were reviewed and Ed made a motion to approve the minutes. Steve seconded the motion, and the minutes were approved unanimously.
- IV. Community Insurance Discussion:
 - A. Chris Hill with Harris F. Underwood Insurance Agency presented the Board with a quote for a stand-alone policy on the package insurance, with The Homestead at Carrollton as the named insured per the Board's request. Ms. Hill explained that the current (group) policy did not share limits with other group members, and that a stand-alone policy would carry a higher deductible for weather-related claims.
 - B. David suggested that we wait to make carrier changes when the current policy expires in February, and that Ed and Chris Hill will solicit bids on stand-alone policies to be presented to the Board in January.
 - C. David also suggested that all policies be changed so that the expiration dates are the same.
- V. Management Report:

Association Manager SunDay Wright presented a financial recap of the cash balances, delinquency and budget variance report for the month ending October 31, 2013.

 - A. Topic included the watering of the overwatering of the median on countryside, and the possible misreading/settings on the recently installed sensors and timers.
 - B. Board asked for additional information about City water bills, which was immediately provided from a prior email.
- VI. Community Events Calendar:
 - A. HOA Administrator Cheryl Brewer presented a tentative event/social calendar for 2014 for the Board's review and approval.
 - B. A general discussion was held regarding some of the event suggestions, and it was determined that all proposed events would need to be evaluated for liability issues prior to being undertaken.
 - C. Information was provided and a discussion was held regarding using unused funds from the current budget to purchase equipment for event use, thereby saving money in rental fees.
 - D. David made a motion to purchase the following equipment: popcorn machine, snow-cone machine, movie projector/screen/speakers. Purchases not to exceed \$1700.00 (+tax), and cost to be taken from 2013 excess funds. Ed seconded the motion and it was passed unanimously as presented by the Board President Rusty Nejd.
- VII. Robert's Pool & Porter Service Revised Bid:
 - A. A revised bid was presented to the Board for the cleaning of the clubhouse and restrooms in 2014.
 - B. Ed made the motion to approve the Robert's bid for service. Steve seconded the motion, and the motion passed unanimously.
- VIII. Clubhouse WI-FI package:
 - A. Per Board request, the management company presented information on various equipment and service packages for WI-FI/phone service for the clubhouse.
 - B. After some discussion on the subject it was determined that additional options should be investigated, and the issue would be revisited in January.
- IX. 2014 Proposed Budget Review:
 - A. The 2014 proposed budget was unanimously approved by the Board members present.

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X. Homeowner Comments – Open Session:

- A. A general discussion was held regarding the progress in re-keying of the clubhouse. Examples and costs of key-pad entry locks were presented and reviewed.
- B. Mrs. Green and Mrs. Rossol (of the Clubhouse Committee) voiced their concerns regarding the existing number of keys to the clubhouse, and probable unauthorized access, and suggested that access be limited.
- C. Rusty made a motion to rekey the existing locks on the front and back doors to the clubhouse, as well as the restrooms and supply closet, then to issue numbered keys and keep a log of key holders to further limit unauthorized access to the amenity center. David seconded the motion, which passed unanimously.
- D. Board also agreed that the loss of a key or the rekeying as a result of negligence would be billed to the Board member, committee volunteer or other persons.

XI. Adjourn:

There being no further business, the meeting was adjourned at 9:34 pm.