

## Sweet Pine Creek HOA Board Meeting Minutes

September 13, 2011

### Attendance:

John Faress – SPC Board  
Michael Kent – SPC Board  
Rochell McLain – SPC Board  
Ruann and Andrew – All In One Management  
Hal Ayer – Resident  
Tom Burwell – Resident

1. All In One Management Items:
  - a. Financial review: Expenses are running above budget due to several maintenance and repair projects. Reserve funds may be used to cover some of these projects after review later in the year.
  - b. Accounts Receivable Review: There are 6 homeowners with delinquent balances totaling \$8,375 as follows:
    - i. \$75 late fees: AIO to send second reminder notice if no payment this month.
    - ii. \$2,520 dues / late fees: Monthly payment plan arranged with homeowner. Lien has been filed; pending attorney action has been suspended.
    - iii. \$1,897.50 dues / late fees: Lien has been filed. Attorney action pending outcome of foreclosure notice. \*\*\* The HOA Board was informed on 9/16 that the homeowners have filed for bankruptcy protection \*\*\*
    - iv. \$125 fine: AIO to send reminder notice.
    - v. \$900 dues / late fees: Attorney action initiated.
    - vi. \$2,732.50 dues / late fees: Lien has been filed, awaiting outcome of bankruptcy proceedings.
  - c. Covenant Enforcement: All major violations have been addressed. Homeowners with ongoing or unresolved issues have begun receiving fine notices.
2. Insurance Changes: The Board has increased the coverage amount of the dishonesty / fidelity bond to comply with the covenants. In addition, a new “stand alone” directors and officers policy has been purchased to broaden the coverage for officers, committee members and employees of the HOA (the prior D&O policy only covered “monetary claims”). Additional annual cost is approximately \$700.

3. Tennis Guidelines: After receiving input from the tennis coordinator (Pam Rittweger) and current and past tennis team captains / co-captains, the Board has adopted the following guidelines.
  - a. The \$25 non-resident tennis fee grants non-residents access to the courts for home match play and organized team lessons / and team practice.
  - b. The \$25 non-resident tennis fee is valid for the calendar year (Jan 1 – Dec 31).
  - c. Minimum of 2 homeowners per team is required, however the Board recommends a minimum of 3-4 homeowners per team to comply with the following guideline.
  - d. A homeowner must be present to host all team events at Sweet Pine Creek.
  - e. Either the captain or the co-captain must be a homeowner.
  - f. There is no limit to the amount of time that the pavilion can be reserved to coincide with practices or matches.
  - g. The Board is asking Pam Rittweger to research an on-line tennis reservation system that would be accessible to all homeowners.
  
4. Pool Closing Date – The pool is scheduled to close for the season this Saturday morning (September 17<sup>th</sup>). However, the pool will remain open until repairs to the tile and grout are completed within the next two weeks. The pool will be covered upon completion of the repairs.
  
5. Common Area Repairs & Maintenance Items that have been completed:
  - a. Changed Landscaping Services – new service started two months ago. Front entrance is looking much better.
  - b. Street signs have been repainted.
  - c. Street light poles and transformer boxes were painted courtesy of Cobb EMC.
  - d. Water leaks in ladies bathroom and irrigation system at front entrance have been repaired.
  - e. Electrical repairs to include dedicated switches for the pool pumps and additional lighting for the pool deck.
  - f. Both bathrooms have been repainted and the vanities have been replaced. A special non-slip epoxy was applied to the bathroom floors.
  - g. Dead trees were removed from the tree house and creek areas.
  - h. The tree house roof was replaced and structural repairs were made.

6. Upcoming Projects:
  - a. Rochell McLain will investigate costs to repaint the light fixtures and poles at the tennis courts and wash the court surfaces.
  - b. We will investigate costs to install push-button combination locks on the tennis courts, pool gate and bathrooms.
  - c. Upon closing the pool for the season, the broken tile and concrete coping along the edge will be repaired.
  
7. Erosion Issue: The Board gave tentative approval to proceed with a proposal to stabilize the creek bank erosion at the pavilion. The design consists of a “gabion” wall adjacent to the existing poured wall and a rock revetment along the remaining affected area of the creek bank. The approximate cost of the project is \$25,000. Working with Cobb County Erosion Control, Gaskins Engineering and Chatfield Contracting, we hope to complete the project by the end of October. Final approval will be given by the Board once the plans have been finalized, approved by the County and scope and cost of work agreed upon.
  
8. Next HOA Board meeting has been set for December 13<sup>th</sup>, 6:30 PM at 71 Lewellen Drive.