

Glenwood Mews Homeowners Association – Board of Directors

Meeting Minutes – September 27, 2011

Attendance:

Anita Bales
Daniel Alonso
Matt Owens
Elisabeth Horswell
Sheila Beverly (GHA Community Management)

Absent: Marc Zimmerman

Meeting called to order 7:03pm – Quorum Established

20-minute Membership Forum

- No homeowners in attendance.

Approval of Minutes from Prior Meeting (Approved)

President's Report (Anita)

- Marc has resigned from the Board.
- Anita to reach to Sue/Marcia about joining the board.
- Daniel to post on website that we are looking for one board member for remainder of year.

Treasurer's Report (Anita for Marc)

- Marc did not have any info for PNC.
- Board agreed on establishing signature cards until new Treasurer is named. If new Treasurer is named before end of year, this will happen. If not, wait until January meeting.
- Sheila to have Controller reach to PNC about account (we're not getting statements, but we are getting maturation letters).
- Marc did not have collection policy template.
- Sheila can pull letter from different HOA on collections (provided to Matt).
- Goal is for November meeting to review Collection letter.
- Matt to create draft letter and send out ahead of time - 30 days for collection starts running January 1 (will go into effect).
- Delinquent Accounts Review

Committee Reports

ARC

- Question on height brick border around front of house (7318 Glenwood Mews Ct.). There brick height is too high (over 6 inches). Write them a letter and let them know that they are in violation of ARC and by-laws. Put on notice that you should do no more changes without permission of Board of

Directors. Sheila to handle letter. (Follow-up Note: Matt and Daniel measured height of bricks – 12 inches).

- Lights around 5615/5617 has yellow lights out front. Only white lights allowed per ARC guidelines. Sheila/Elizabeth to confirm address, Sheila to send letter.

GHA Management Report

- Update on parking lot striping – County came back and said that we can take away all of the handicap spots (the quote increased to \$632) and number the spots with address (2 spots per house, then the rest visitors). Sheila and Elizabeth to walk property to decide configuration then schedule striping.
- 2012 Budget – Sheila walked Board through the Budget.
- Board approved no increases for 2012 HOA Fees.
- Board approves McFarland and Berry for 2012 Landscaping & Grounds.
- Reserved/Visitor parking spots – Board approves \$50/month spot for through y/e 2012. Daniel to communicate to resident interested. Resident to turn in application in November.
- Sheila to re-visit refunds to county (see prior meeting minutes).

Old Business:

- Matt and Daniel to finalize light for tot-lot (paying for it and bringing receipt).

New Business:

- Receipts for website - \$15 per year. Send receipt to Sheila.
- Marquee light – Daniel and Matt to investigate repair/replacement and costs. Bring to next meeting in December for Board approval.

Closing

- Matt to send out meeting minutes to Board for final approval. Once approved, Matt to send to Sheila and Daniel for (webpage).

Next Meeting November 2nd 7pm – 5604 Glenwood Mews Dr.

Meeting adjourned 8:34pm