

HPE HOA 2015 Annual Meeting Minutes

January 29, 2015

Roll Call and recording of Members: Phillip Chambers, Tom Turci, John Dabbs & Jimmy Rolles
Board Members: Sean McCormick, Doug Farrar, Robert May, Laura Chappell & Bill McClammy

Proof of Quorum - yes

Proof of notice of meeting – sent to homeowners on 1/14/15 & posted on the website the same day

Reading of minutes of preceding Assoc. Meeting – waived & a copy was provided for homeowners to read

Reports of officers

Secretary – report attached. One neighbor contacted to remove a POD from their driveway;
8 resell certificates issued; Architectural Changes approved for 9 homes

Treasurer – report attached. Budget presented; Balances given

VP – discussed Propane options; suggested a Christmas Décor prize for next year

Pres – recommended Daniel Puento to hang Christmas Lights next year; work on By-Law re-write
is ongoing; update on internet improvement from GCEC

M@L – gave a road report

Reports of Architectural Committee

The workers on 4700 Church St house were asked to clean up the street

Members open Forum – no further conversation

Election of Directors – collected ballots; election to close tomorrow night

Unfinished Business - None

New Business - None

Adjourned by President at 7:58 pm

HPE HOA Board Meeting Minutes

April 14, 2015

Called to order at 6:45 by presiding HOA President Sean McCormick

Board Members Present: Sean McCormick, Doug Farrar, Robert May, Laura Chappell & Bill McClammy

Meeting Notice sent on 4/10/15 & placed on Web Site same day

Quorum was verified

No Adjustments to the Agenda

Approved minutes of the last Board Meeting

Voted and approved a modified Agenda

Reports of officers:

Secretary

Approved a fence request for the Lenz's at 4700 Church St

Approved a pool and fence request for the Chambers at 1920 Church Cir.

Approved a request for an outdoor kitchen, patio and driveway expansion for the Rolles at 5050 W FM455

Treasurer

Expenses 3/31/15 \$3574.00

Income 3/31/15 \$5500.00

Checking Balance \$7951.2

Savings Balance \$10421.46

Pres – update from Brian Smith concerning GCEC Internet upgrade

Reports of Architectural Committee

New format for Signature Approval Letter from the HOA

Chambers new pool & fence were approved & the letter signed

Members open Forum

- Landscaping around Marilee Lot – Robert May to address

Unfinished Business - none

New Business –none

Adjournment 7:24PM

HPE HOA Board Meeting Minutes

August 25, 2015

Board Members Present: Sean McCormick, Doug Farrar, Robert May, Laura Chappell & Bill McClammy

The meeting was called to order by President Sean McCormick at 7:03

Meeting Notice sent on 8/18/15 & placed on Web Site same day

Quorum Yes

Review/Adjust Agenda – vote to use revised agenda below

The Meeting minutes from 4/14/15 were approved

Reports of officers

Secretary

- A Resale Certificate was issued for the Vincents home at 4750 Lake Drive on 6/10/15
- A request was made for a resale certificate for the Twiggs home at 4051 Church St.

Treasurer

- Missing 3 dues payments
- Discussed Franchise Tax Forms
- Discussed HOA Tax Obligations and filings
- Discussed hiring a CPA for financial oversight for \$900/year
 - o Laura Chappell, Secretary made a motion to hire a CPA
 - o Sean McCormick, President seconded the motion
 - o The Motion passed unanimously
- Our Savings account is \$10,425.36 & the Checking is \$8851.20

VP

- Doug will assume the Architectural Committee head position

Pres

Reports of Architectural Committee

Approved & Ongoing:

- Chambers Pool & Fence
- Pace Residence
- Rolles Outdoor structure & driveway extension
- May Fence

New Projects Approved

- Franklin Fence

Previously Approved Projects with no movement

- Turci new building behind residence
- Turci pergola by the pool

Members open Forum

- Discussed Landscaping around Marilee Lot on behalf of Susan Knapp

Unfinished Business

New Business

- National Night Out – Oct. 6th a flier will be emailed to the homeowners
- Officer elections for VP & Treasurer
- End of Year report, letter and dues statement

The meeting was adjourned by the President at 7:51

HPE HOA Board Meeting Minutes

November 12, 2015

Board Members Present: Doug Farrar acting as President on behalf of Sean McCormick, Robert May, Laura Chappell & Bill McClammy

The meeting was called to order at 7:00pm
Meeting Notice sent on 11/12/15

Quorum-yes

Review/Adjust Agenda – vote to use revised agenda below

Approved last meeting minutes from 08/25/15

Reports of officers

Secretary

- A resale certificate was issued for 4600 High Point Dr. - Forbus

Treasurer

- Discussed getting last dues payment for 2015 and being more diligent about collections in 2016
- Discussed filing taxes – waiting to hear back from the IRS
- Discussed and approved 2016 Budget
- Approved raising upper limit of the Reserve Fund as required by the existing Bylaws: Secretary made a motion to increase the Reserve fund for 2015 to \$10,500; Treasurer seconded & it was approved by the Board.
- Approved raising upper limit of the Reserve Fund as required by the existing Bylaws: Treasurer made a motion to increase the Reserve fund for 2016 to \$12,000; Vice President seconded & it was approved by the Board.
- Discussed the new balance sheet. The Board was very pleased with the Treasurers new format & agreed that it would be the format used by the Board from now on.
- Agreed to leave potential legal fees in the budget for 2016 to accommodate the rewrite and refiling of the Bylaws.

- Discussed the end of year report and letter to the homeowners. Agreed to send it out by snail mail this year with a self-addressed, stamped envelope to hopefully increase dues payment compliance. Agreed to edit the letter as needed & distribute to Board by email for approval.

Reports of Architectural Committee

Donna Glendenning Request for Solar Panels

Members open Forum – no homeowners present outside of Board members

Unfinished Business

New Business

Officer elections for VP & Treasurer will be conducted in January.

- Robert May has volunteered to run for Treasurer
- Doug Farrar has volunteered to run for VP if no other homeowner signs up to participate

End of Year report, letter and dues statement – covered in Treasurer's report

Adjourned by VP, acting as President, at 9:03pm