

**GEORGETOWN BOARD OF GOVERNORS
REGULAR & BUDGET MEETING
MINUTES
WEDNESDAY, JULY 14, 2009
EAGLE TRACE ADMINISTRATION OFFICE**

President Marty Friedman called the meeting to order at 7:00pm. Present in addition to Mr. Friedman were Mike Newman and Christiana Shantz.

Absent: None

Management: Lou Brawer

PRESIDENT'S REMARKS

Mr. Friedman opened the meeting by thanking everyone for attending. The primary purpose of this meeting is to approve the 2010 budget.

Mrs. Susan Glaser asked to address the Board at this time since she will not be able to stay till New Business. The Board agreed to allow her to address the Board at this time.

Mrs. Glaser talked about the condition of the landscaping. In particular she addressed the front entrance which she felt look awful. She asked that a landscaping committee be formed to address the landscaping and to come up with suggestions for improvements.

Ms. Sally Grillo-Cane and Ms. Geri Newman volunteered to work on this committee with Mrs. Glaser.

Mrs. Glaser thanked the Board and departed from the meeting.

The Board continued to discuss landscaping and asked when flowers and mulch will be installed. Mr. Brawer said that this will be done in the very near future. It was felt that this will make a big difference.

Ms. Shantz will ask as the Board liaison to this committee and will coordinate the first meeting.

APPROVAL OF THE MINUTES

A **MOTION** was made by Mr. Newman and seconded by Ms. Shantz to approve the Minutes of the June 14, 2009 Regular Board Meeting and the October 14, 2009 landscaping meeting. **MOTION PASSED 3 YES and 0 NO.**

FINANCIAL REPORT

Mr. Brawer reviewed the financial condition of the community through October 31, 2009. Currently the community is \$316.14 under budget for the year through October 31, 2009. The following categories are over budget:

Pest Control – This includes the additional pest and fertilization services that were approved by the Board but not included when the 2009 budget was approved.

Insurance – This includes the bills for the entire year even though the money is budgeted to be paid out monthly. This account should balance out at the end of the year.

Legal – This includes invoices for two collection matters.

Pool Area Maintenance – This includes the spending of \$2581.10 for the new fence sections that were approved earlier this year. Any over budget can be transferred from Reserves at the end of the year.

Reserve Transfer – Includes \$1000 that should have been transferred in 2008.

There was a discussion of moving the cost of the fence replacement from Reserves to Operating. This will only be done if the Association is over budget for the year.

Mr. Brawer then reviewed the unit owners that have collection balances. Currently there are two residents that have not paid their 4th quarter assessments. These residents will be turned over to the attorney for a collection letter. There are four other residents that have small balances on their accounts. Mr. Brawer will send these residents a letter asking that these balances be paid by the end of the year.

Currently there are three residents that are in bank foreclosure. Two of these residents are current with their Association payments and the third resident is past due for the 4th quarter. The Board, Management, and the attorney will monitor these situations carefully.

MANAGER'S REPORT

Mr. Brawer presented his report verbally. The areas he covered included:

- 1.) Mr. Brawer started by talking about the transponder project. He reported that the system is working well and his office has received few complaints. The ones that have been received were mainly caused by residents that approach the gate too fast or too far to the right side of the lane. Once the residents were educated about the system they were fine.
- 2.) The Board was told about the new faster gate arm that was installed at the West Gate. Once this gate is fully tested it will be installed at the other gates.
- 3.) Mr. Brawer then talked about the street repairs that will be starting on November 9, 2009. The work will be done in stages and will take about a month to complete. The contractor promises that work will not start on a new area till the other area is completed. This should keep any inconvenience to a minimal.
- 4.) Mr. Brawer talked about Halloween. It was reported that there were no serious problems. The Board thanked Mr. Brawer for all the hard work that was done on behalf of the community during Halloween.

2010 OPERATING BUDGET

Mr. Brawer presented the Proposed 2010 Operating Budget for the community. All the line items were reviewed. Some of the key points:

- 1.) Master Association assessment stayed the same for 2010.
- 2.) Legal expense was increased due to the current economic climate of the country.
- 3.) Insurance was increased on the recommendation of our agent.
- 4.) Electric was increased as a result of the 2009 usage.
- 5.) Landscaping Replacement was lowered to \$1500 in order to keep the total budget at the 2009 level.
- 6.) General Maintenance was lowered since usage of this line items as been low for the last two years.
- 7.) Fertilization and Pest Control was increased to include the full contract amount for 2010.

The 2010 Budget will stay the same as 2009.

A **MOTION** was made by Mr. Newman and **SECONDED** by Ms. Shantz to approve the 2010 Operating Budget as presented by management. **MOTION PASSED 3 YES and 0 NO.**

OLD AND NEW BUSINESS

Mr. Brawer was asked about the letter to individual homeowners concerning their landscaping. He said that he hopes to do these letters along with Nina Potter in the near future.

It was suggested that a letter be sent to all residents outlining their responsibility for the upkeep of their property.

Ms. Shantz reported that she will be meeting with Mayor Scott Brook on November 23, 2009 to talk about the problem with model airplanes at the Sportsplex. The meeting will be at Whole Foods starting at 9:00am. Board members and residents were urged to attend.

Ms. Geri Newman reported that she is working on a community holiday party. Details will be sent to all residents via phone calls, flyers, and posters.

ADJOURNMENT

The meeting was adjourned at 8:15pm.

Respectfully submitted,

Louis Brawer
Association Manager