

February 07, 2007

HOA Board of Directors Meeting
7:00 PM

The following is a summary of topics covered during the meeting:

Those in attendance:

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| • Erin Lackey | GW & Associates |
| • Nick Keith | HOA BOD |
| • Sabrina Butler | HOA BOD |
| • Ryann Windish | HOA BOD |
| • Steve Simmons | HOA BOD |
| • Bob Heatherley | HOA ACC |
| • Kristi McCarly | City of Suwanee Special Projects Manager |

1. Bob Heatherley was present during meeting representing the ACC as Chairman.
2. Kristi McCarly of the City of Suwanee was present during meeting representing the City and interests in greenway connectivity
3. HOA BOD's will meet with City and greenway designers to go over possible link between Park, neighborhood and greenway trail. There is the possibility that the City may take over some or all of the dog station maintenance when green space is handed over. Tentative handover date is March 1st, 2007.
4. First ACC meeting will take place in the beginning of March. Meeting date is tentatively March 14th. Ryann and Steve will go over ACC guidelines and responsibility of ACC at meeting. Ryann will give Bob a set of guidelines for his review between now and then.
5. Decision was made that GW & Associates will send out standard letter to those who owe \$300.00 and over in HOA dues. Letters will be sent Certified Mail.
6. BOD's and ACC will need to start helping Erin check on homeowners with violations on a daily basis to ensure that violation penalties start and stop at the correct time.
7. Erin will continue to call Ryner and Valerie Keller of Bowen Family Homes to make sure that check list is completed by Bowen.
8. Decision was made to not pay Keystone for money they are asking for.

9. Two houses to check on: 3910 Portland Trail, there is a sign that states "rent is the way to go" in window. 3680 Portland Trail has red plastic bags over window and doors, we need to see if this is Valentines Day décor or something else.
10. BOD's OK'ed budget. Erin will use this as working 2007 Budget. Budget shall be mailed to entire community.
11. There is a black trailer near community entrance that has been idle for over a week. Officer McCoy has been made aware and BOD's are awaiting Officers guidance/response.
12. Social Committee to handle all business inquiries regarding the distribution of community newsletters.
13. Nick and Ryann will meet with owner of Indigo Joes to go over smoking and noise issues caused by employees and to work with owner to determine a fair compromise/solution.

Next meeting is scheduled for:

Wednesday, March 7th, 2007 at Indigo Joes.

- **All Board members must receive, read and approve of these minutes. Please email nkeith@clarkpatterson.com with a response of approving or editing these as the official meeting minutes.**