

May 1, 2007

HOA Board of Directors Meeting
7:30 PM

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

Those in attendance:

- Sabrina Butler HOA BOD
- Warner Coffman HOA BOD
- Nick Keith HOA BOD
- Steve Simmons HOA BOD
- Ryann Windish HOA BOD
- Bob Heatherly ACC Chairman
- Jack (do not have last name) Resident

- Street Signs – City of Suwanee will pay the cost of a basic sign, the community will pay the difference for our specific signs, and then the City of Suwanee will pay for installation costs.
- One Way Signs – The City of Suwanee will remove the one way signs.
- Alley Way Signs – City of Suwanee is checking on the possibility of our community putting up alley signs to help visitors and emergency vehicles. City of Suwanee is checking with Gwinnett County to ensure that we are allowed to put up signs and what guidelines should be followed to ensure that signs are put up correctly and legally.
- Boston Commons is actually Boston Common (without an “S”). This should be noted and changed where applicable
- Broken Curbs – Bowen will not fix these. We are awaiting notice from the City that they may fix the curbs. If not, the community will fix them, possibly during the same time that column caps will be replaced with new concrete or brick tops.
- The Board is planning a newsletter to the community, to be sent out in June.
- Garbage Cans – Once the ACC decides what action will be taken, Bob Heatherly and Nick Keith will help create a “how to” pamphlet for constructing a small wooden enclosure for attractively storing garbage cans outside.
- Broken Column Caps - Nick Keith and Erin Byers will continue to collect quotes from contractors for two options to replace the foam column caps with either brick or concrete caps. Once all quotes are in we will compare prices and ask residents to give input on what choice is best for the community from an aesthetic and financial standpoint.

- ACC Meeting – Meeting has been set for May 23rd at the City of Suwanee Library. Steve, Ryann, and Erin will help coordinate the reservation of a room at the Library and notify interested residents of the meeting. Bob Heatherly, ACC Chairman will be present at this meeting.
- ACC Meeting – Ryann and Steve will be sending out notations, proposed edits, and proposed changes to the existing covenant, to all interested members to compare, read over and familiarize themselves with before the May 23rd meeting.
- ACC Meeting - *NOTE: A 66% vote of homeowners is required to make changes to covenants.
- Dead Bushes in Town homes – Board will take inventory of dead shrubs and will replace them at no cost to the town home owner one time only. After this, it is the town home owners responsibility to maintain and care for any shrubs.
- Vandalism – A community wide letter regarding vandalism of mailboxes, columns, column caps, existing vegetation and ground cover will be sent out. It is the responsibility of owners to look after community and see that it is maintained in a high quality state. Vandalism will not be tolerated.
- Bowen Family Homes – Trench in Greenspace – Board is acquiring the services of an environmental engineer and legal firm through the HOA Lawyer. A site visit will be made as well as a report discussing the findings of the trench drain and associated damage to community that Bowen had causes. This information will be kept on record and may be used as evidence in the future.
- Garage Sale – Social Committee has been put in charge of planning, organizing and distributing information regarding all future garage sales. Social Committee is to report to BOD's and discuss any information regarding this topic before notifying community.
- Bowen Repair List – Items still left on list: Faulty lighting, both the tree up-lights and light poles, leaky irrigation system in green space, un-paved alley way.
- Delinquent Fees - If over \$750.00 it will be turned over to lawyer for action. Once fees reach \$300.00, a letter will be sent out.
- Annual Meeting – July 25th (Wednesday)

Next meeting is scheduled for:

JUNE 6TH, 7PM @ IPPILITOS

- **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.**