

SHADOWBROOK AT TOWN CENTER COMMUNITY ASSOCIATION, INC.

MEETING OF THE BOARD MINUTES

MONDAY, FEBRUARY 11, 2008

APPROVED ON MARCH 10, 2008

PURPOSE

Pursuant to Article III, Section 3.8 of the By-Laws of Shadowbrook at Town Center Community Association, Inc. a Regular Meeting of the Board of Directors (BOD) was held on February 11, 2008 at the Suwanee Public Library.

DIRECTORS PRESENT

Robert Rohloff, President; Kathy Hedrick, Secretary; Eleanor Love, Treasurer; Warner Coffman, Member-at-Large

DIRECTORS ABSENT

N/A

MEMBERS PRESENT

Nelda Heatherly, Bob Heatherly, Barbara Savarese, Joy Roberts, Jack Pittman, Ryan Thaxton, Stan Love

OTHERS PRESENT

N/A

CALL TO ORDER

The meeting was called to order by Robert Rohloff at 7:02 p.m. (Kathy, Eleanor)

HOMEOWNER FORUM

The following comments questions were submitted by members -

Is there a traffic light planned for the intersection of Lawrenceville-Suwanee Road and Suwanee Ave. – the main entrance to Shadowbrook at Town Center?

Is the BOD addressing the appearance of our neighborhood?

Will the entrance be upgraded with seasonal flowers this spring?

SECRETARY'S REPORT - KATHY

Minutes from the January 14, 2008 meeting were approved. (Warner, Eleanor, unanimous)

Duties of the Secretary were discussed and in addition to minutes, the Secretary will be responsible for document storage. This will include but is not limited to all covenants, ARC guidelines and contracts of the association.

PRESIDENT'S REPORT – ROB

Upcoming Dates were confirmed

- 2/23 Weissman Nowak seminar
- 3/10 Town Hall meeting (Suwanee Library)
- 4/14 monthly board meeting
- 5/12 monthly board meeting

Discussion of CAI meeting at Gwinnett Civic Center – February 23 – Rob will check on availability of tickets.

TREASURER'S REPORT – ELEANOR

Coupon books have been mailed and received by homeowner's with starting date of March 1. January ended with a cash balance of \$19,848.56 which includes reserve money. Meeting with GW and Lueder Law Firm will be set to establish guidelines for reserve account.

COMMITTEE REPORTS – WARNER

ARC – Ryan Thaxton reported that Behr has been selected for deck stain but color has not been determined; a deck maintenance schedule is still being considered. Landscape guidelines are being reviewed including a list of recommended plants.

Communications – newsletter is ready to be printed. After discussion, decision made to print and deliver locally and not through GW to save costs. Rob is researching a company that will offer a newsletter at no cost to us. Expenses are paid through advertisers in the newsletter.

Social - no report but committee will meet in February

UNFINISHED BUSINESS

1. Street signs – missing signs noted by Jessica during drive thru. Eleanor will follow up.
2. Trash collection – completed through 2009
3. Community Advisory Committee – final draft presented by Kathy. Will be presented at the 3/10 meeting
4. Entrance lights – Eleanor will continue to monitor as construction continues on bank
5. Changes to covenants – addition of guidelines for reserve and POA will be topics for meeting with Lueder; Warner will follow up
6. PACT – Kathy will schedule meeting with PACT officer before March Town Hall meeting
7. Broken irrigation/water grates throughout the community – Kathy has replaced many with 6" irrigation covers (green) and 6" grate covers (black). This will be an ongoing problem and expense.
8. Landscaping – residents in attendance requested seasonal flowers be installed this spring; board agreed that this should be done.
9. Collection policy – ongoing problem of delinquent accounts discussed. The question continues to be what else can the board do to maintain pressure on homeowners who are unwilling to pay. This will be another topic for the Lueder meeting.
10. Uplights/irrigation – Kathy will meet with Bowen rep to obtain schematics and names of contractors and contact names.

NEW BUSINESS

1. One change to ARC guidelines was introduced and approved by BOD (Eleanor, Warner, unanimous).
This change is related to outside awnings and will allow awnings with scallops but not fringe. The original guideline did not allow scallops or fringe.
2. Rob announced a meeting with vendor to discuss free newsletter. The meeting is scheduled for Friday, February 15 at PJ's at 1 p.m.
3. Reminder of CAI meeting.

ADJOURNMENT

With no further business, the meeting was adjourned at 8:55 p.m. (Eleanor, Rob, unanimous)