

SHADOWBROOK AT TOWN CENTER COMMUNITY ASSOCIATION, INC.

MEETING OF THE BOARD MINUTES

MONDAY, MAY 19, 2008

APPROVED ON JUNE 16, 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 May 19, 2008 at the Suwanee Public Library.

DIRECTORS PRESENT

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

DIRECTORS ABSENT

Robert Rohloff, President

MEMBERS PRESENT

Bob and Nelda Heatherly, Stan Love, Bob Matelski Pat Pihonak, Barbara Savarese, Joy Roberts, Amy Lunan, Paul Young, Semra and Marc Stout

OTHER'S PRESENT

N/A

CALL TO ORDER

The meeting was called to order by Kathy Hedrick at 7:05 p.m. (Eleanor, Warner)

HOMEOWNER FORUM

The following concerns were raised by homeowners –

- Portland Trail residents would like to have Suwanee Police patrol their area more frequently in hopes of deterring a speeding motorcycle rider who frequents the neighborhood.
- Members would like copies of the agenda when they attend board meetings.
- The floodlight at the main entrance needs replacing.

SECRETARY'S REPORT – KATHY

Minutes from the April 21, 2008 meeting were approved. (Warner, Eleanor)

TREASURER'S REPORT – ELEANOR

Total income for April was \$22, 813 from assessments. Additional income included late fees, NSF fees, administrative fees and legal court charges. \$1400 was transferred to the common reserve fund and \$3,833 to the townhome reserve fund. As of April 30, there was \$21,679 in the operating account. Delinquencies persist with 12 accounts having an outstanding balance greater than \$1,000. There was 1 resale reported for the month. The board continues to implement every strategy for collecting late assessments.

COMMITTEE REPORTS – WARNER

ARC – The committee has completed recommendations for rules and regulations that will be put into effect to enhance the appearance of our community. The new document has been discussed and accepted by the board and will now go to Lueder Law for review.

Communications – The next newsletter will be published on July 15 and the board is soliciting articles to be included. Deadline to submit articles is June 15, 2008. Newsletters will be published on a quarterly basis.

Social Committee – The committee will be meeting in May to discuss upcoming events. Several members have resigned and new members are invited to join. One activity requested is a book club. The committee welcomes other suggestions.

UNFINISHED BUSINESS

1. Community Advisory Committee – Scott Windish has agreed to get this committee off the ground and will continue to try to reach residents who expressed an interest in serving.
2. POA – headed by Rob Rohloff and on hold until he returns and Lueder reviews the procedure.
3. Community maintenance issues
 - Iron railings* – Gwinnett Iron will be visiting the community to make recommendations on maintenance
 - Uplights* – a representative from Nightlights visited the property to review our system. He will contact us with a recommendation for repair after contacting the vendor who manufactured our system.
 - Water meter lids* – The county will replace damaged or missing water meter lids and several have been reported to them. It is the responsibility of the community to replace lids associated with the irrigation system.
 - Street lights* – Georgia Power will cap the bare wires that are unused street light wires (on Suwanee Ave.) in the next 30 days.
 - Pinestraw/seasonal flowers* – have been installed.
 - Fence replacement/repair* – GW is gathering bids from 3 sources.
4. Community document storage – Kathy has made copies of electrical/irrigation schematics. One copy will be housed at GW & Associates with other community documents.
5. Rental signs – on hold for Rob.
6. PACT/safety issues and concerns – no issues have been reported by Officer Schumacher this month.

NEW BUSINESS

EXECUTIVE SESSION

Discussion of late fees.

ADJOURNMENT

The meeting was adjourned at 8:50 p.m. (Warner, Eleanor)