

SHADOWBROOK AT TOWN CENTER COMMUNITY ASSOCIATION, INC.

MEETING OF THE BOARD MINUTES

TUESDAY, MAY 19, 2009

APPROVED ON JULY 21, 2009

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 9, 2009 at the Suwanee Public Library.

DIRECTORS PRESENT

Robert Rohloff, President; Paul Young, Vice-President, Eleanor Love, Treasurer; Scott Windish, Secretary; Warner Coffman, Member-at-Large

DIRECTORS ABSENT

None

MEMBERS PRESENT

None

CALL TO ORDER

The meeting was called to order at 7:00 p.m.

HOMEOWNER/GUEST FORUM

None

SECRETARY'S REPORT – SCOTT WINDISH

1. The minutes for February 9, 2009 Board meeting were approved (Eleanor, Rob), unanimous.
2. The minutes for April 22, 2009 Town Hall meeting were approved (Eleanor, Rob), unanimous.

PRESIDENT'S REPORT – ROB ROHLOFF

1. Review upcoming dates
 - 5/19 (today)-Q2 Regular Meeting
 - 6/02- June Working Session 6-8PM
 - 6/05- Consent Forms Due
 - 6/16- Q2 Town Hall, 7-9PM, Suwanee Library- need date confirmed

TREASURER'S REPORT – ELEANOR LOVE

Reviewed April 2009 financials

- The April 31, 2009 financial report lists income for the month at \$23,571.57 from assessments. There is \$21,609.22 in the cash operation account and regular deposits were added to the

common and townhome reserve accounts. Total funds outstanding are \$48,391.96. There were no re-sales reported. There were no foreclosures reported.

COMMITTEE REPORTS – WARNER COFFMAN

1. Architecture Review Committee –
 - A. Discussed status of community drive through
 - B. Updates- discussion
 - i. Address number uniformity for the rear of single family homes- Research numbers and cost
 - ii. Address number uniformity for the front of town homes
 - iii. Any rules and regulations to be implemented in the community
 - iv. Amendment to guidelines to include exterior lighting specs
2. Communications Committee – This committee is still being formed. Warner will continue searching for prospects.
3. Social Committee –No report
4. Community Advisory Committee- No report

UNFINISHED BUSINESS

1. **POA/Leasing Amendment** – Approve cover letter and amendment to be mailed (Paul, Eleanor), unanimous
2. **Open Project List** – Discussed
3. **Column Caps-** Paul to get quotes
4. **Peeling paint on townhomes and arbors** – Paul to get quotes
5. **Loose Bricks-** Paul to get quotes

NEW BUSINESS

1. **Uplights** – Discussed approving Paul to continue with on going maintenance or consider hiring an outside company. Scott to check with insurance company on coverage and liability for Paul to do the work.
2. **Newsletter**– Consider hiring another vendor

EXECUTIVE SESSION

AJOURN

The meeting was adjourned at 9:00 P.M. (Rob, Scott)