

SHADOWBROOK AT TOWN CENTER COMMUNITY ASSOCIATION, INC.

TOWN HALL MEETING

MONDAY, MARCH 29, 2010

APPROVED ON FEBRUARY 24, 2011

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 was held on March 29, 2010 at the Suwanee City Hall, Suwanee, GA. As is generally done once each Quarter, this meeting was structured as a "town hall" style meeting where the Board presents the state of the Association to the community.

DIRECTORS PRESENT

Scott Windish, President; Ryan Thaxton, Vice-President; Chuck Edwards, Treasurer

DIRECTORS ABSENT

OTHERS PRESENT

PACT- Officer Stevens
GW & Associates - Jessica Mooney
Lazega & Johanson- Angie Hitch
Several Community Members

CALL TO ORDER

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

BOARD UPDATE – SCOTT WINDISH

- Introduced Angie Hitch, Lazega & Johanson, as the new HOA attorney. Lazega will handle all new collection accounts, as well as provide legal guidance on future HOA related concerns. In addition, P.A.C.T Officer Stevens was introduced and given several minutes to update the community.

FINANCIAL REPORT

Financial Recap-Cash Position

February 2010 -	Operating account =	\$37,815.46
	Reserve Accounts = Common-	\$18,363.48
	Townhome-	<u>\$101,603.74</u>
	Total Funds =	\$157,782.68

Accounts Receivable

February 2010 – \$57,777.34
46 Accounts outstanding; 15 greater than \$1000

COMMITTEE UPDATE

- ARC COMMITTEE- Potentially 3-4 positions available. We need members to fill this committee so the ARC can formally be transitioned back out of the Board control. If not community involvement, the Board will require additional timeframes on approvals.
- No other committee updates

OPEN PROJECT UPDATE

- New HOA Attorney Firm- The Board engaged Lazega & Johanson in mid-March to take over all new collection accounts and provide legal opinions on HOA related items. All old collection accounts will remain with Lueder.
- POA/Leasing Amendments- Voting numbers remain unchanged. GW will continue to sending out notices. The Board will look to involve members of the community to go door-to-door.
- Painting- Southern Perfection Painting will start on the first building as early as 4/5/10. Once the standard is set, a schedule will be created and the respective owners notified of their start date. Single Family Homes have been notified of the HOA request to address the white trim on their homes. This process was extended from last year to April 2010. Additional work is being conducted: Pressure washing all walkways, driveways, stairs and porches in the Townhome Section and pressure washing the sidewalks in the entire community. Southern Perfection will also be painting the mailboxes in the entire community.
- Letters/Fines Process- This process has been softened. Drive through will occur monthly, as usual. The 3 tiered letter system will be re-instituted.
- Deck Maintenance- Legal opinion states this should probably fall under the HOA responsibility, therefore; the Board has chosen to take over the pressure washing and staining of the Townhome decks. The Board is also engaging a structural engineer to review the deck support beams to determine if they meet code. The findings will be given to Lazega to discuss with the developer. Based on the outcome, the Board will need to review the possible affects on the future budget and options to handle this process. These structures were not originally included in the reserve under the current budget.
- Greenspace Drainage- An engineer study has already been conducted, which suggests the grading was improper. The legal opinion is to send the developer a letter stating these findings. The HOA is being proactive and getting bids for alternative fixes. This letter will be sent upon receipt of findings for the deck support beams.
- Community email database Opt-in: There are currently 25 members in the database. Hopefully this will become a good source of information. Please send the Board an email Opt-in if you have not already done so.

Q&A

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