

East Lake Woodlands Cluster Four Home Improvements, Inc.

Meeting of the Board of Directors February 13th, 2017

Approved Minutes

A meeting of the Board of Directors of the East Lake Woodlands Cluster Homes Unit Four was held on February 13th, at 6:30PM at the Progressive Mgt., office.

Directors present, Rick Cantrell, Jean Wray, Jill Bartholmey, Helen Crowley, Barbara Shagrin, Frank Clarke and Betty Payne. Bill Martin of Progressive Mgt., also attended and a quorum was established.

Rick Cantrell, President, called the meeting to order at 6:27 PM.

Order of Business: Minutes from the last Board Meeting were deferred.

Treasurers Report: Jill reported there was an increase of \$940.00 in Accounts Receivable; otherwise, nothing out of the ordinary.

Managers Report:

1. An in depth discussion was held regarding the pros and cons of retaining our membership with the East Lake Woodlands Community Association.
2. The "slip and fall" lawsuit on Evelyn Ct., was settled by the insurance company without notice. No details were available at the present time.
3. Bill advised the Board to update the documents to cover a Third Party Purchaser of a unit that would deem them responsible for any outstanding HOA fees that would be in arrears.

Residents Open Forum: A short discussion regarding roof repairs was held.

At this time all new committee members were confirmed for 2017.

Architectural Report: No report

Irrigation and Grounds: Rick reported a walk-a-round is needed in the near future to determine how many bushes and sod need to be replaced.

Deferred Maintenance: Rick announced that 20 new fences will be installed shortly as the funds are now available.

Welcome Committee: Barb and Helen advised they have updated the Welcome Letter to new residents and will bring a sample folder to show the Board in March. A few changes will be made regarding contact numbers and Frank offered a colored Heron logo to be used in the future.

Old Business: None

New Business:

1. Rick announced that a newsletter will be going out shortly. Frank suggested making a notation regarding the parking of cars over sidewalks and storage of items under carports.
2. A "Neighborhood Watch" was suggested but not readily approved.
3. Frank proposed we re-instate a website that would be accessible to Board Members and Unit owners. By-laws, covenants, budget documents, minutes, etc., along with any other appropriate website articles would be available. Proposal to be deferred until next Board Meeting.
4. Frank also suggested we create a "To Do List" and make sure items are followed up on within a reasonable amount of time. This includes letters that need to be sent to the appropriate recipient, liens to be placed, etc.
5. Helen stated she will not be in attendance at the next meeting.

The next meeting of the Board will be March 13th at 6:30 PM at the PMI office. There being no further business a motion was duly made and carried to adjourn at 7:30 PM.

Respectfully submitted,
Jean Wray, Secretary