

## **East Lake Woodlands Cluster Four Home Improvements, Inc.**

**Meeting of the Board of Directors May 8, 2017**

### **Approved Minutes**

A meeting of the Board of Directors of the East Lake Woodlands Cluster Homes Unit Four was held on May 8, at 6:30PM at the Progressive Mgt., office.

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

Rick Cantrell, President, called the meeting to order at 6:33 PM.

**Order of Business:** A motion was duly made and carried to approve the minutes of the previous meeting of April 10, 2017.

**Treasurers Report:** Jill reported that the Accounts Receivable balance dropped to \$1,665.00 which is the lowest it has been in 14 years. She also noted that there is an overage in the insurance account due to a lower premium. It was suggested that we could leave it as is to cover next year's budget or move the monies to another account such as "Roofs". Jill will confer with Management for a determination.

#### **Managers Report:**

1. Bill reported he had sent two letters regarding the removal of bushes at 90 Collette with no response. Bill will try to reach the owner a third time before he contacts our attorney to act upon the situation.
2. Bill also reported that 30 Evelyn has an issue where the roof is separating from the wall. A contractor has been notified to assess the problem.

**Residents Open Forum:** A resident reported that due to the overhanging tree at the back of their property, there are critters in the wall of one room. A second owner also complained about an overhanging tree and algae growing on the side of the building. The subject of procuring a "Neighborhood Watch" was broached for the second time. It was determined that it is not a necessity.

**Architectural Report:** Rick reported he had received two requests. One was accepted and approved and one was denied. A discussion regarding front doors was held and it was determined that there must be virtual conformity within the community as stated in our HOA documents.

**Irrigation and Grounds:** Betty presented a 2<sup>nd</sup> bid from O'Neil Tree Service. The total would be approximately \$6,000 and could probably be started in 5 weeks. A motion was duly made and seconded to accept this bid. Replacement of shrubs will be addressed at a later date. Rick reported that he is very pleased with the new irrigation company and it was determined that they would service our community on or about the third Thursday of every month.

**Deferred Maintenance:** Rick reported that the vinyl siding where there is golf ball damage at 180 Tads Trail will be replaced with the proper material.

**Welcome Committee:** Barb and Helen delivered packets to 140 Tads and 130 Collette. They will do 130 Tads and 150 Poole shortly. Helen gave each Board member a copy of the condensed Rules and Regulations. These will be sent to all Members along with the Annual Letter in November.

#### **Old Business:**

Again, the subject arose regarding front doors. It was suggested that a survey be taken of all 99 unit owners as to their preference. Rick pointed out, again, that it is up to the Board to adhere to the Documents. The Board cannot change the Documents, only a majority vote of the entire Membership could do so.

#### **New Business:**

None

The next meeting of the Board will be at 6:30 P.M., June 12th at the PMI office.

There being no further business a motion was duly made and carried to adjourn at 7:38 PM.

Respectfully submitted,  
Jean Wray, Secretary