

East Lake Woodlands Cluster Four Home Improvements, Inc.

Meeting of the Board of Directors July 10th, 2017

Approved Minutes

A meeting of the Board of Directors of the East Lake Woodlands Cluster Homes Unit Four was held on July 10th, at 6:30PM at the Progressive Mgt., office.

Directors present, Rick Cantrell, Jean Wray, Jill Bartholmey, Helen Crowley, Frank Clarke and Betty Payne. Barbara Chagrin 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 6:31 PM.

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

Treasurers Report: Jill reported a decrease of \$605 in Accounts Receivable; otherwise, nothing out of the ordinary. Jill noted that we are now at the half way point in the yearly budget and that we are in good stead.

Managers Report:

1. Bill stated that an email was received inviting all Unbound Associations to meet with a committee to discuss pertinent matters.
2. Bill announced our insurance appraisal has been completed and he will be starting work on the 2018 budget shortly.
3. Bill was advised by James Roofing of further damage to the vinyl siding at a unit on Poole Place along with the damaged roof.
4. Bill also received a complaint regarding the fence falling down on Evelyn Ct. Rick will contact Lowes to resume work on fences.

Residents Open Forum: A resident questioned our plan for fence repairs. Jill stated that our aim is to do at least twenty a year. The same unit owner stated that the tile on her patio is very slippery and has fallen several times. She was informed she could replace with whatever materials she prefers without an architectural request requirement.

A second resident referred to an incident regarding the posting of an open house sign on Tads Trail. An in depth discussion was held regarding the accepted size of a sign to be used at such functions. (Covenant 2.09)

A third resident inquired if the Board has determined that we should voluntarily make a contribution to the Community Assn., towards the flooding problems plaguing other areas of ELW. As of this date, no determination has been made.

Architectural Report: Rick reported there were two inquires regarding ramps and alterations to steps. Steps will not be altered per requests.

Irrigation and Grounds: Frank reported that the leak problem, due to a bad pipe in back of Tads Trail, had been rectified.

Betty reported that all work was done with one exception at 100 Tads Trail which she will handle. A walk around will be forth coming to assess the palms that will need trimming. A date for the trimming has not been determined.

Deferred Maintenance: Jill reported a problem with her roof and her patio. Bill will follow-up with an inspection.

Welcome Committee: Helen reported she and Barb delivered two Welcome Packets to 150 Poole and 160 Tads Trail and are now up to date.

Old Business: A short discussion regarding the sidewalks along So. Woodlands Pky., was held. We should not be responsible for the costs of any repairs as a survey determined they are owned by the Community Assn.

New Business:

1. Helen suggested developing a document regarding "Open Forum". Bill pointed out the law says any resident can speak for 3 minutes on any subject. It was determined that the time could exceed the limit if necessary.
2. Frank suggested we update our Documents. Bill recommended that only a few changes per year should be made rather than all at one time.
3. Jill recommended the "Fence List" be brought to the next meeting.

The next meeting of the Board will be August 14th at 6:30 PM at the PMI office. There being no further business a motion was duly made and carried to adjourn at 7:25 PM.

Respectfully submitted,
Jean Wray, Secretary