

## Board of Directors Meeting

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**Subject** : Board of Directors Meeting  
**Issuer** : Jason Scott, Communications Chair  
**Time** : October 17, 2011 – 7:10 p.m.  
**Location:** Trinity Lake Clubhouse  
**Distribution** : Board of Directors  
**Next meeting** : BOD November 7, 2011 at 7:00 p.m.

### **Present:**

#### Board of Directors

President – Ed Zimmerman      Treasurer- Brian Burton      Assistant Secretary-Charles Allen  
Secretary – Keith Fantroy  
Jason Scott, Communications Chair

The Trinity Lake Board of Directors' met on October 17, 2011 @ 7:10 p.m.

### SUMMARY

The meeting was called to order by Ed Zimmerman – Board President at 7:10 p.m.

1. Agenda was adopted unanimously.
2. Keith Fantroy motioned to accept minutes from BOD meeting on 9/26/11 with minor changes, unanimous.
3. Charles Allen submitted a potential alarm company monitoring service to update the alarm system and codes for the clubhouse for the next year. Unanimous decision to obtain an additional offering from another alarm company and also check with ADT (current provider) to see if there are any upgrades available before a final decision is to be made by the BOD.
4. Clubhouse cleaning discussion regarding current contractor, L&B Janitorial, and the quantity of cleanings performed and the remaining BOD recommendations of cleanings.
5. Keith Fantroy, (Secretary and communications) will follow-up with all contractors and invite them to attend the next BOD meeting on 11/7/11 to present contracts for the next year.
6. Discussion around keys; all sets are accounted for currently, there is a new key box, and there are copies for new homeowners.

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7. Brian Burton reviewed his meeting held with Prestige Management regarding month end closing procedures. All line items are now cohesive and all categories are in conjunction with the TL budgets.

8. Discussion around additional lights for the community-all wiring for poles must be in the ground; therefore no light poles can be added to the community without individual property homeowner's approval and waiver of negligence if the digging causes any damages under driveways. Further research and discussion will come after obtaining homeowner comments or suggestions.

9. Discussion around the lake-area by drain needs to be mowed along the hillside-Charles Allen to contact landscaper for follow up. Quote from Red Wolf coming regarding repair/opening of the drain valve. Groundhog needs to be addressed-Charles Allen to contact Carolina Wildlife and Reedy Fork to follow up and obtain quotes, unanimous.

10. Reminder discussion that ANY monies have to be approved prior to work completion and payment by Prestige by the entire BOD by a majority vote as per the TL by-laws.

11. Follow up to come regarding the Lake and Grounds.

12. Unanimous decision to purchase a \$10,000 certificate of deposit to be held in reserve for the lake from the operating monies in the checking account. This was designated in the 2011 budget and approved.

13. Hospitality requested \$140 for the Fall Festival to be held on 11/5/11, unanimous, monies to come from the clubhouse checking account.

14. Unanimous approval for the Fall Festival flier.

15. Unanimous approval for the newsletter via email with up to \$100 to print.

16. Discussion of 2012 budget by line item and recommendations of changes by the BOD and Treasurer, unanimous. Outstanding are contracts for 2012 and vendors for outside services, to present at next BOD meeting.

17. Keith Fantroy motioned to adjourn at 10:25 p.m., unanimous.