

• **Board of Directors Meeting**

<ul style="list-style-type: none"> • Organization Name • Trinity Lake Homeowners Association 	<ul style="list-style-type: none"> • Type of document • Meeting Minutes 		
<ul style="list-style-type: none"> • Name of document • November 18, 2013, Meeting Minutes 	<table border="1"> <tr> <td> <ul style="list-style-type: none"> • Time • 7:00 p.m. </td> <td> <ul style="list-style-type: none"> • Page • 1/2 </td> </tr> </table>	<ul style="list-style-type: none"> • Time • 7:00 p.m. 	<ul style="list-style-type: none"> • Page • 1/2
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Issuer: Keith Fantroy, Secretary

Location: Trinity Lake Clubhouse

Distribution: Board of Directors

Next Meeting: December 16, 2013, 7:00 p.m., Trinity Lake Clubhouse

Present: Renita Brewington President, Karl Robinson Vice President, Burma Shipman Treasurer, Keith Fantroy Secretary

Absent: Connie Slade Assist. Secretary

SUMMARY:

1. Meeting was called to order by president at 7:07 p.m.
2. Agenda and (minutes were not available) adopted with changes. Approved unanimously.
3. Discussion about Fall Festival and its success. The total spent was \$250.16 with about 50 in attendance.
4. Discussion about clubhouse financial report – report attached to minutes.
5. Discussion about clubhouse patio door, installation scheduled for Monday. We will get an estimate on repairing the windows in the foyer.
6. Discussion about contracts that need reviewing or approving:
 - Landscape - Need scope or work to be defined. A motion by Karl Robinson to generate a permanent scope of work for landscaping. Approved unanimously.
 - Prestige – Discussion about needing an updated admin cost sheet. The monthly cost is \$969.29 for management fees.
 - Auditor – A motion was placed by Karl Robinson accept L. Douglas Johnson, CPA contract for \$950.00 after a background check is performed and is clear thought the BBB. And that this approval be a majority via email. Approved unanimously.
 - Clubhouse cleaning – tabled
 - HVAC - tabled

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7. A motion was placed by Karl Robinson to have foreclosure letters sent to homeowners, that are behind, have not responded to any letters sent and have showed up more than once on the list. Approved by majority Renita Brewington, Karl Robinson, and Burma Shipman. No Keith Fantroy.
8. Discussion about homeowners that are in violation of the covenants and have been notified, but still have not taken corrective actions to resolve the issue. A motion was place by Karl Robinson to proceed with Prestige’s request to setup hearings for these violations. Approved unanimously.
9. Discussion about Foster Lake contract that was sent reflecting an increase in cost and the number of times (12) they would be on site. The board decided that 8 visits would be enough and that Renita Brewington will get in contact with them for a revised copy of the contract.
 - Reedy Fork – Next report will be done in December
 - EAP – Need to get updated status from the lake committee chair
 - Project – We need an update on all incomplete projects
 - Lake Committee Meeting – tabled
10. Safety committee – tabled
11. A motion was placed by Karl Robinson to provide \$1249.50 not to exceed \$1300.00 to the Hospitality committee for the Holiday Social event. Approved unanimously.
12. Discussion about the budget process.
 - All contracts need to be reviewed for the upcoming year in September. Approved unanimously.
 - We may need to re-ratify the current budget for 2014, in January 2014.
 - We need to have multi-year contracts or at least auto renew in place.
13. Discussion about Vendor Fair Event for February 2014. Possibly Saturday February 22, 2014 from 9:00am-1:00pm. Also a logo for the community. Further discussions will be necessary.
14. Communications – Spring newsletter tabled.
15. Discussion about updating all binders in the office. Financial binder should always be ready for review by any homeowner.
16. Discussion about purchasing a high quality color laser printer for the association.
17. A motion was placed by Keith Fantroy to adjourn at 10:35pm, Approved unanimously.