

Board of Directors Meeting

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Subject : Board of Directors Meeting
Issuer : Jason Scott, Communications Chair
Time : July 11, 2011 – 7:07 p.m.
Location: Trinity Lake Clubhouse
Distribution : Board of Directors
Next meeting : July 11, 2011 at 7:00 p.m.

Present:

Board of Directors

President –Ed Zimmerman Secretary-Keith Fantroy Treasurer – Brian Burton
Vice President-TJ Warren (via phone) Asst. Secretary-Charles Allen
Jason Scott-Communications Chair

The Trinity Lake Board of Directors met on July 11, 2011 @ 7:07 p.m. a regularly scheduled BOD meeting.

SUMMARY

The meeting was called to order by Ed Zimmerman – Board President at 7:07 p.m.

1. Pres. Zimmerman presented an agenda for the meeting, agreed unanimously.
2. Keith fantroy motioned to accept the prior minutes from the BOD meeting on June 20, 2011 with minor grammatical changes, passed unanimously.
3. Tree removal update
 - A. The tree in the common area has been removed, on July 7, 2011.
 - B. There was minor damage to the yard of a homeowner during the removal process, the homeowner has asked for the damage to be repaired.
 - C. Brian Burton stated the purpose of using an insured contractor was to cover this situation. Charles and/or TJ will follow up with tree company and homeowner for resolution.
 - D. State Inspector is scheduled to meet with Ron Small from Reedy Fork to obtain approval to remove the trees and roots along the dam area.
4. Pool
 - A. HOA had to purchase a state required sign for \$7.53
 - B. Pool Monitors-must not exceed 30 hours per week for the remainder of the season to remain in budget compliance for the current fiscal year.

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1. TJ to send email to monitors with the expectation that invoices should be sent to TJ for submission and then copied to Brian for payment after review.
2. Jazlyn to return august 8, 2011.
3. Cleaning duties of monitors need to be completed via checklist and submitted in binder at pool for BOD review at anytime.
4. Blue Water will submit final contract for signing by 7/13/11.
5. Blue Water will submit contact changes with the County inspectors for permit information.
6. Charles Allen motioned for reimbursement for \$42.67 for the purchase of chlorine test kit and skimming basket, approved unanimously.

5. Tabled items from previous meetings:

- A. Financial impacts of Cook out, total expense \$572.55, under budget.
- B. Transistion information-ALL HOA property should be in the actual clubhouse rather than any items in homes of BOD members, should be in office area immediately.
- C. Keith Fantroy is creating a master key box to be in clubhouse office and will be locked.
- D. Charles Allen motioned for Keith Fantroy to purchase a lock and have it keyed to match the storage area, carried unanimously.
- E. BOD to review "code of conduct document" for feedback.
- F. Calendar of Events updated by 8/2/11, Keith Fantroy. 11/19/11 will be the date for the annual food drive.
- G. BOD meeting on 8/15/11 7:00p.m., Prestige Mgmt. will be in attendance, also, volunteers will be interviewed for open committee positions, this must be in newsletter as a reminder.

6. Newsletter, due to tardiness of article submissions and upcoming deadlines and event dates, must be approved via email, unanimously.

7. Discussion to allow open times for homeowners to present questions or concerns.

- A. Brian Burton motioned for some time to be assigned to address any items brought to the BOD by any homeowner starting with the September BOD meeting. The adopted process is for the homeowner to submit their inquisition to the respective BOD member assigner to the area of responsibility, the Board Secretary, or to Communications who will submit to the appropriate BOD member prior to the upcoming scheduled BOD meeting, at which, time will be designated to address the homeowner's concerns/questions. Passed 4 unanimously, TJ Warren abstained.
- B. Time will be set at every BOD meeting for Treasurer to present clubhouse balances, collections percentage, year to date revenues/expenses, and any forecasted variances.

8. TJ Warren submitted a homeowner concern for their clubhouse rental

- A. The method of payment used to reserve the clubhouse was not issued by the actual homeowner. Clubhouse Chair requested that any checks be submitted for rental should be in the name of the actual homeonwer renting the clubhouse. BOD agreed, checking account name should be the name of the actual "renting homeowner".
- B. Charles Allen motioned to update rental agreement to reflect the prior discussion, carried unanimously. Keith Fantroy to update actual form and the website with the verbal changes above item #8A.

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9. Discussion from homeowner of installing a bridge to connect the lake and the cove. Research was that this could not be completed due to dam, budgeting, zoning, etc.

10. Homeowner request for payment arrangement was endorsed.

11. Brian Burton motioned to adjourn at 9:55 p.m., carried unanimously.