

Organization Name Trinity Lake Homeowners Association	Type of document Meeting Minutes	
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Subject : Board of Directors

Issuer : Beverly Satterfield

Time : July 21, 2008 – 7:05 p.m. – 9:00 p.m.

Place : Trinity Lake Clubhouse

Distribution : Board of Directors, Homeowners

Next meeting : Monday, August 4, 2008

Established : July 21, 2008

Present : Burma Shipman, President
Charles Allen, Vice President
Verlista McCloud, Treasurer
Beverly Satterfield, Secretary

Not present :

Agenda :

1. Reading and correction of minutes
2. Final Review of Board Member's Duties & Responsibilities
3. Update for Committee Chairpersons
4. Architectural Request for Ms. Mosby
5. Pool Monitors & Attendance Report
6. Flood Lights
7. Complaints from Henry Laughlin
8. Other Violations
9. Calendar for the remainder of year
10. Next meeting

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Summary of the Meeting

Minutes were prepared and read by Beverly Satterfield. A motion was made by Verlista McCloud that the minutes be accepted as read. Charles Allen seconded the motion that the minutes be accepted with corrections if necessary.

1. It was discussed that the welcome committee could be used for other purposes. Meetings were set for the Welcome Committee to determine focus and calendar of activities or projects.
2. Architectural Requests were reviewed and discussed. Recommendation was made by the board to have architectural requests to be brought to the board in order to be updated on what is going on. The vice president should keep copies of all request forms in a notebook.

Pool Log:

We reviewed all pool logs. The President found after analyzing the pool data, that most activity occurs on the weekend.

The Board has recommended that pool hours for the current pool monitors remain the same for this summer.

Flood Lights Contract:

Currently, other bids are being gathered for the purchase of two flood lights for the pool. These lights will automatically come on if any motion is detected. This will allow for additional security.

Other Pool Issues:

- Question was posed if we need a sign to say if there will be no trespassing at the pool area.
- Clarify some operating hours.
- Make sure there are current pool regulations in the box.

Violation Issues:

- Smoke from burnings from home was a previous issue
 - No one can burn shrubs beyond six inches
 - Citation has been issued
 - No trash burning
 - It is considered a \$10,000 fine
- Issue was presented and the president responded.
- Issues has seized

(Leaves, grass, = clippings of 4 inches. It has to be within 100 feet of your home)

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- Truck in driveway without tags. If the truck is inoperable, a letter must be sent to determine if it is inoperable. If it is inoperable, then it should be put in their driveway. The county will be called to have all inoperable vehicles removed.
- In reference to boats or trailers, they can not be an eye sore. It has to be screened from the neighbors. According to the by-laws, these vehicles have to be removed from the front yard. The vice president will further investigate the boat issue – he will also check to see if the Van is in violation:
 - (The Vice President will obtain a copy of county ordinance to reviewed by board)
- Recommendation was made to have Vice President to obtain a list of prior violations from Prestige.
- No penalties have been issued against anyone to-date.
- Issues of all violations have not been sent to Vice President.
 - (Check with Theresa Shannon to provide a list of all violations.)
 - Need to be able to track all violations that have occurred.
 - Need to be able to impose any penalties.
 - Will discuss at next meeting.

ADT Security:

Alarm went off 2 weeks ago at the clubhouse. They asked to speak to former president. The one person on the security call log is Wesley Reid.

- Board needs to send ADT a list of names that need to be added to the list:
 1. Luther Weathers
 2. Charles Allen
 3. Verlista McCloud
 4. Burma Shipman
- Must provide telephone numbers
- ADT will provide pin code and system id.

Calendar for the year: Reviewed some proposed events – will be discussed further at next meeting.

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Other issues:

- Cost for deck of pool to be smoothed out is (\$15,000 estimate – will be put in budget for next year.
 - Need to look for items to have bids for inspection for next year.
 - Sprinkle contract.
 - Landscaping contract.
 - Management Company Contract
 - (*Prestige should meet with board once a quarter – without cost*)
 - (*Date of management contract – October of 2006*)
 - Contract from McGee Brothers to remove dams (due to beaver issues) - Ask Prestige to handle and look at other providers.
 - Have Fire Marshal to do inspection.
 - Hunt Tree and Removal Contract (\$2400 to trim back tree) – must get quotes to Prestige -- have Prestige to find others.
1. Quote for grill to be discussed next time.
 2. Get key for display area.
 3. Next board meeting is August 4th.
 4. Alarm needs to be serviced.

All outstanding issues will be further discussed at the next meeting, Monday, August 4th at 7:00 p.m.

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Action Items:

Item	Date	Owner	Status
A residential sheet for each home is needed: draft letter – Name, Address, family members. Construct draft letter and send to members of the board	7/18/08	Bev	In Review
Send Newsletter & assign new responsible person	7/18/08	Bev	In Progress
Communicate new name of newsletter: “Trinity Lake Connection”	7/19/08	Bev	In Progress
Determine how to handle pool issues		All	In Progress
Review current requests & Violations		All	
Create issue/comment sheet to be included with clubhouse reservation request log		Bev	
Review Pool Logs		All	In Progress
Have Prestige send letters to any homeowner not in compliance		BSh / CA	
Turn in calendar of events by next meeting		All	
Provide club house keys to all board members (also key needed for outside communication area)		BSh	Request made to Prestige
Communicate committee chairman		All	
Gather keys from all former board members		BSh	
Provide quote for new grills for clubhouse		CA	
Provide quote for new computer		Bev	
Put together entertainment program		Bev	
Request new sheet from Prestige concern who has been issue a pool pass		BSh	
Update signs for 2009 Pool area		?	
Get list of prior violations from Prestige in order to have information when addressing new issues		CA	
Request to have alarm serviced.			
Update Roles and Responsibilities and give to all board members.		Bev	