**Hedgerow Homeowners Association**

**Meeting Minutes, 2021-2022**

June 21, 2022

* Call to Order
* Grounds
* Pool/Tennis
* ACC
* Treasurer
* 2023 Budget
  + Process
  + Ideas
  + Dates
* 2022 Newsletter
* 2023 Board Meeting and Election of Officers
  + Remote or in person
  + Volunteers
* New Business
* Next Meeting
* Adjourn

March 8, 2022

* Call to Order at 7:35, Members Presents: Jeremy Deal, Keith Slagle, Justin Augustine, Chuck Coleman, Tim Blumentritt, Adam Sweitzer, Matt Everard. Minutes from February 8 approved.
* Remote/In-Person Meetings? Discussion of benefits and downsides of in-person meetings. We chose to attempt to meet in person every other month. Some meetings, like budgeting meeting, should be in person. Our next meeting will be in person.
* Grounds, Jeremy
  + Shallowford: Board approved fence repairs. Insurance approval for bush repairs (replacing hedges).
  + Grounds Contract. Dutch’s contract. He’s inexpensive, but getting him to provide documentation is difficult. Jeremy is pursuing a new written proposal.
  + Dates for Pine Straw and Mulch: Scheduling with Julio (pine straw) at the current time. Mulch is still being scheduled; cost may be up by $300 because we order a quantity that must be spread manually.
  + Spring Flowers Beds: A homeowner has expressed a number of opinions about the flowers. Jeremy will talk with him soon about upcoming installations.
* Social Committee, Keith
  + Reimbursements from 2021 in process
  + The Social Chairs have many good ideas for events. Details, including budget discussions, are in process.
  + Discussed budgets for each event on the schedule as well as Graduation signs. We approved no more than $1,700 increase in the overall $3,400 social budget to increase community participation.
* Pool/Tennis Updates, Keith
  + Boards are now in good shape.
  + Nautix is getting ready to put out pool.
  + Discussion of using a warning sign posted at the pools to replace pool forms. The alternative will be based on the liability waivers.
  + Tennis courts will have to be resurfaced this year. This is budgeted. Keith will explore the best time of the year to implement the process.
* Treasurer Update, Chuck
  + We have received about 75% of dues. Late dues are charged on March 15. Three houses asked for payment plans prior to the payment deadline, which were approved.
  + Few other items have come through in recent weeks.
* ACC, Matt
  + No notable items, except for one issue of excessive parking in H4.
* New/Open Topics
  + H5 pool cameras still need to be installed.
* Adjourn at 9:02. Next meeting is April 12.

February 8, 2022

* Call to Order at 7:35, Members Presents: Jeremy Deal, Keith Slagle, Justin Augustine, Chuck Coleman, Tim Blumentritt, Adam Sweitzer, Matt Everard. Minutes from January 11 approved.
* Election Results: Three people listed on the ballot, Jeremy Deal, Matt Everard, and Chuck Coleman, were elected. Their two-year terms begin now. Keith Slagle, Justine Augustine, Tim Blumentritt, Adam Sweitzer will serve out the second year of their two-year terms this year. Terms end after the next election.
* Board of Directors for 2022:
  + President: Justin, nominated by Tim, elected unanimously
  + Vice President: Adam, nominated by Tim, elected unanimously
  + Treasurer: Chuck, nominated by Tim, elected unanimously
  + Secretary: Tim, nominated by Chuck, elected unanimously
  + ACC: Matt nominated by Keith, elected unanimously
  + Pool & Tennis: Keith, nominated by Chuck, elected unanimously
  + Grounds: Jeremy, nominated by Justin, elected unanimously
* American Disposal: after looking at alternative companies, we agree that we should stay with American Disposal. The HOA’s hand-shake agreement holds.
* Pool/Tennis Update:
  + H1/H5 Diving Board: New boards will be installed in both pools, at a cost of $6,700. In addition, H1 needs new u-frames; quote was $2,200 to do both front and back frames. These costs were approved by the board.
  + Pool Schedule: Open as soon as the pool is safe (swim at your own risk), lifeguards start the last day of school; pools will close two weeks before Fall Break.
  + Cost of lifeguards has gone up. Our cost will be up by about $7,000. Approved by the board.
* Treasurer: The budget is in order. Nothing new to report. Gearing up for 2022.
* Events: Ask social chairs to meet, to discuss events/dates, publicity schedule. Hopefully by 3/1. Board approved supporting their meeting expenses (max $25 per person).
* ACC: no pressing issues.
* Grounds:
  + Retention pond tree: taken care of, both removed.
  + Fence along Shallowford: request for signatures to complete this project have been submitted.
  + Fallen tree on Mabry by H4: already chopped up.
  + Spring flowers: looked good last year.
  + Pine straw: getting an updated quote, will provide quote to board by next meeting.
  + Mulch: Contacting Mountain Mulch for installation in H1 and H5.
  + Retention Ponds: the Board will develop a plan for next three years.
* New Business
  + Communicate to community about the Board meeting minutes and dues notices.
  + Next meeting is scheduled for March 8, 2022.
* Adjourn at 8:37.

January 11, 2022

* Call to Order at 7:33, Minutes from October 19 approved.
* Introductions of elected members, Jeremy Deal, Keith Slagle, Justine Augustine, Chuck Coleman, Tim Blumentritt, Adam Sweitzer, Matt Everard
* Election results due by January 28, 2022. Discussion of /election to positions among elected members will take place after that date.
  + President:
  + Vice President:
  + Secretary:
  + Architecture:
  + Treasurer:
  + Poo/Tennis:
  + Grounds:
* Social Events in 2022: We will ask the social chairs to create a schedule of events. First event is likely to be an event near or on Easter. We will provide budget information to them based on spending in 2021.
* Pool/Tennis/Treasure:
  + Treasurer: 1) In 2021, we had a $43K increase in operating income, $11K decrease in Reserve account, so a $32K increase in cash position. The finances are in good shape. 2) Deadline for dues are March 1, 2022
  + Pool: 1) Increase in pool maintenance contract from $34K to $41K, largely due to increases in labor costs (not open/close dates). 2) Proposed open date on Friday before end of school (without lifeguards until school ends); 3) Proposed close date on the last full weekend in September (lifeguards only on the weekends after school starts). 4) Proposed shift of lifeguard hours to add a couple of hours during the weekends while shortening day hours during the week. 5) Pools should officially close at 10:00 PM. 6) H1 diving board frame may need to be replaced. 7)Discussion of Risk signage.
  + Tennis: no news
* ACC: No pressing issues.
* Grounds
  + Fence on Shallowford: 1) status check on fence, 2) update on tree removal nearby to the retention pond, 3) budget on trees and retention pond area. Vote on tree removal proposal approved.
  + American Disposal: Justin will renegotiate based on service levels.
  + Grill covers (x4): Quote is at $75 each to cover them.
  + Grill grate replacement HR5: Justin will try to clean them, but we will purchase new grills if necessary.
* Next Meeting Date: February, 2, 2022
* Adjourn

October 19, 2021

* **Call to Order.** In attendance: Justin, Keith, Jeremy, Adam, Matt, Tim.
  + Minutes from September meeting approved.
* **Elections**: Even though there are three people running for three spots, the formal election process is still necessary. Ballots are in the process of being distributed.
* **Fall Festival**: Plan is for November 13, 2:00-7:00 PM.
  + Plan/Ideas:
    - Food sponsored by HOA ($200)
    - Bouncy House for kids
    - Live Music
    - College Football Game on a projector
    - Face Painting for kids
    - Maybe even a mechanical bull
  + Total expense projected at less than $500
  + Board approved the event as a proposal. We will try to make it happen.
* **Updates from Pool/Tennis/Treasurer**: All is good.
* **Updates from ACC**: All is good.
* **Grounds**:
  + Sprinklers will be turned off soon.
  + Some worry about damage to the grass due to the Mabry repaving.
  + We are waiting for a new contract from Dutch.
* **Next Meeting**: November 9, 2021
* **Adjourn**

September 1, 2021

· Call to Order. In attendance: Justin, Keith, Jeremy, Adam, Matt, Tim. Absent: Colleen (she moved away from the neighborhood)

o Minutes from August meeting approved.

o Unanimous vote to place Keith as Interim Treasurer for the duration of Colleen’s term.

· Budget

o Proposal to add poles for American flags in H1 and H5? Table until we get firm quotes.

o Proposed budget will go positive by about $900 in operating costs and about $23,000 in reserve account.

o Unanimous vote to approve the budget as presented to bring to the community.

· Pool Closing Date

o Current: close on Labor day

o Cost to keep both pools open (no lifeguards):

§ Through Sept 19: $1,000

§ Through early October: $1,500

o Unanimous vote to keep open through Sept 19 and keep options open for additional two weeks.

· Message boards

o At least three need to be replaced, H3 H2 and H5. Other two are fine. Can order 3 for $1,350, without installation.

o Unanimous for approval

· H3 Common Area

o Need a sign for basic ground rules

§ Will get a quote

o Need a common trash can, like for the pool areas.

§ Justin will inquire to American Disposal

o Need barriers for pickle balls (prevent balls rolling away)

§ Unanimous for $200 budget

· Open spots on the Board

o One member has moved out of the neighborhood, so we need at least one addition person to run for a board position at the October meeting

· Newsletter

o Deadline to give to CMA is Sept. 8

o Board went through the sections.

§ Include H3 park

· Annual Meeting

o Move to virtual?

§ No response from Simpson Middle

§ Online might be better for a quorum.

§ Unanimous vote to move to virtual

August 10, 2021

* **Call to Order**. In attendance: Justin, Keith, Colleen, Jeremy, Adam, Matt, Tim.
* **Review and Approve notes from 7/13:** Approved
* **Capital Projects Updates**
  + **H3 Retention Pond will be a multi-year project**
* **Other Items**
  + Cameras and vandalism: cameras are in hand, waiting to install
  + Board Positions: With Colleen’s imminent departure, we will find the best way to fill the Treasurer role until the next Board election.
* **Pool/Tennis:** We voted to close both pools on Labor Day. Extending access costs $250/pool/week, for only chemicals (no life guards). We will revisit this decision in late August, if residents disagree. An option is to keep just one of the pools open.
* **Grounds:**
  + Garden Edge Bill: Still waiting on CMA to pay out.
  + Broken Fence/Hedges on Shallowford: Insurance is paid out on fence, to be completed on August 18; hedges have not been finalized with the insurance company.
  + Entrance Lights: complete.
  + Other: two outstanding invoices for JV Landscaping.
* **ACC**:
  + On-site visit planned for driveway request.
  + Consideration of Doggy Stations, especially near accessible retention ponds in HOA-owned areas.
* **Consideration of Year-End Matters and October Board Meeting**:
  + The fall newsletter with the sample ballot, proxy ballot, budget, etc. needs to be in the hands of homeowners a minimum of **10 days prior to the annual HOA meeting**.
  + 10/6 Board Meeting
    - Provide Kiva with the newsletter by 9/8
    - Kiva to mail the newsletter no later than September 9/15
  + Simpson Middle School
    - Contact the school and make the reservation
    - Guidelines?
    - Our default position is to have the meeting in person
* **2022 Budget**:
  + Consideration 1: Operating costs
    - Long discussion about the right way to manage established operating expenses.
    - Objective: excellent support of our neighborhood while conserving funds.
  + Consideration 2: Allocation of available funds after covering operating costs
    - We are limited by financial prudency. We cannot commit to projects that are so expensive or that are multi-year in such a way that would put future boards in tight positions.
    - Prioritization of possible capital and upgrade projects.
    - We will bring our list to the October Board Meeting

July 13, 2021

* **Call to Order**. In attendance: Justin, Keith, Colleen, Jeremy, Matt, Adam, Tim.
* **Review and Approve notes from 6/15:** Approved
* **Financial Update**: The HOA is in good financial condition. Our balance is plus $83,000 when the projection was to be in the negatives at this point in the year due to cash flow timing.
* **Capital Projects Updates**
  + *HR3 Retention Pond*
    - SCA Pond’s Observation Letter: The pond needs work, even if SCA does not expect the pond to imminently damage adjacent properties.
    - While we still need to eventually work on the pond, it is not an immediate project. We can take our time and budget for it.
  + *HR3 Playground/Pickle Ball Courts*
    - Hedges: We suggest adding a small barrier that would stop most balls from rolling into or through the hedges. We will also explore ideas for the paved side of the courts.
  + *Garden Club:* Grace Shickler would like to start a garden club. We support it. We will contact her soon about her idea.
* **Other Items**
  + *Cameras and vandalism*
    - Determine locations and install date: Few updates, but the signs are ready and the cameras are on order. Possibly use forthcoming flag poles to mount the cameras. Members of the Board will meet at the site next Monday.
  + *Social Committee*
    - Garage Sale: Still determining a date.
  + *American Disposal – Bulk Pick Up*: Still determining a date. One item per house will be allowed.
  + *Board positions*: Colleen, Jeremy and Matt have one year terms. We will explore if the elections for these positions in 2021 will be for two-year terms.
    - We should consider adding two roles to existing members: 1) a Communication role, for social media posts, newsletters, and the web site, for example; and 2) a Key Card administrator.
  + *2022 Budget*: Prepping for next month’s budget meeting, particularly mechanism for identifying potential projects and priorities. Possibility of creating a larger list of possible projects or a three-year plan prior to the budget meeting.
    - Brainstorming Big Picture items: resurfacing the tennis courts; re-staining the pavilions; repairing the retention ponds; adding a sunshade behind the H5 pavilion; adding access to the H5 women’s bathroom outside of the fence; replace the diving boards, particularly the H1 board; repairing drainage around the H3 playground; ripping out current hedges and replacing them; adding/replacing furniture (and pickleball barriers) in the H3 playground.
    - Must also consider any potential major changes to operating budgets for the individual committees to know how much we have available for capital projects.
  + *October Board Meeting*
    - Location: We are still debating in-person or hybrid. Our preference is in-person. In either case, absentee votes count toward the quorum. If in-person, our target is Simpson Middle School.
    - Date: target is middle of October.
    - Agenda: will be set in late September. The Fall newsletter is in preparation.
  + *Web Site Migration*: still in progress.
* **Pools/Tennis**
  + H5 has some issues with bathrooms along with a few concerns with lifeguards. Procedure to voice issues is through email to the Hedgerow Board, which facilitates communications with Nautix.
  + Still planning a Labor Day close.
  + If no lifeguard is present, the baseline is swim at your own risk.
* **Grounds** 
  + Garden’s Edge Bill: still waiting on the bill from Dutch.
  + Broken fence and hedges along Shallowford: received word from the insurance company. Fence is approved; hedge is still waiting for a quote but it will be approved.
  + Mulch and pine straw: The mulch was recently installed, and looks good. Pine straw is in process. The problem tree was cut down.
  + Entrance lights: Still waiting on the second quote. There are a few broken lights, which will be replaced soon.
  + Hedges: All cut recently.
* **ACC:** no problems with recent requests.
* **Next Meeting Date:** August 10, 7:00-9:00. Will be a two-hour meeting for budget prep. Location is H1.
* **Adjourn**

June 15, 2021

* **Call to Order**. In attendance: Justin, Keith, Jeremy, Matt, Adam, Tim.
* **Review and Approve notes from 5/4:** Approved
* **Financial Update:** Lack of invoices from Dutch, right now owe him $24K (six months). Still within budget.
* **Capital Project Updates**
  + *H3 Revitalization*: Project is complete except for the track border and the track lines. Will still need “fences” to contain pickleball.
  + *H3 Retention Pond*: Meeting with vendor on June 18 on costs. Going to phase H3 retention pond project. First stage is $12K. Full project is still about $45K, about 8% higher than originally quoted. The phasing is necessary due to budget constraints this year.
* **Other Items**
  + *Cameras and Vandalism*: Signs will be posted providing notice that tennis/pool areas are under surveillance and pool key cards are recorded for activity. Discussed camera placement.
  + *H1 Pavillion Furniture*: Done
  + *Social Committee, Welcome Kits*: In progress. We will do our best to source from small businesses owned by people in the neighborhood.
  + *Social Committee, Garage Sale*: Considered both cost of signs and dates for sales. Cost of signs is under debate. Agreement that a coordinated neighborhood-wide sale is a good idea.
  + *American Disposal Bulk*: We will not get a roll-on container and only one bulk pick-up (rather than two) dates for because we are at 82% participation. The threshold is 85% (about five households).
  + *Pool Wifi Password*: We will not distribute the code due to security issues.
  + *Fall Festival:* Idea is in formation.
  + *Board Positions*: We have three board members open for next year. All will be two-year positions. Elections for these spots will take place at HOA Annual Meeting in October.
  + *2022 Budget*: Hope is to create a long-term plan. Need representation from all of the Hedgerow neighborhoods. Decided after the next Board election
  + *Website Migration*: In progress
* **Pool/Tennis**: Reinforcing with Nautix to require life guards to enforce the rules. Tennis upgrades are complete.
* **Grounds**
  + *Broken fence and hedges along Shallowford*: Pictures and estimates have been submitted to State Farm.
  + *Mulch and pine straw*: Mulch has been scheduled for the playgrounds; about July 15, Pine straw up $275 from last year. Board approved unanimously.
  + *Spring flower beds*: Irrigation problems at H1, H3, and H5 are repaired. Systems at H2 and H4 are working fine.
  + *Entrance lights*: Solar lights are an option; cheap and easy. Amount of sunlight is an issue as well as longevity of equipement. Total cost of ownership over lifetime is an issue. More substantial options are hard-wired. Board’s preference is to replace all of the lights in hard-wire format.
* **ACC**
  + *Painted-brick feedback:* Most requests have been shades of approved colors.
  + *Tree Removal*: Approved removal of a tree on HOA property. Waiting on additional quotes.
* **Next Meeting Date**: July 13, 2021
* **Adjourn**

May 4, 2021

* **Call to Order**. In attendance: Justin, Keith, Colleen, Jeremy, Matt, Adam, Tim.
* **Review and Approve notes from 4/13:** Approved
* **Financial Update**
* **Capital Project Updates**
  + HR3 Revitalization Project
    - Should be done in the next couple of weeks.
  + HR3 Retention Pond
    - Good news: Stop-gap solution allows the project to be on budget.
  + HR1 Grill station
    - Concrete stations are installed. Granite matched.
    - Cost will be about $12K
    - CO from the county is in process. Probably done by May 26.
* **Pool and Pavilion Openings**
  + H1 pavilion furniture update: new installation in place. Early June delivery date for pavilion furniture.
  + Communications Plan/Newsletter: Need to enforce safety standards. We are a little late with sending out pool rules, but still in time. Three weeks until we open.
  + Social Committee: discussion of serving processes and utensils. Safety is important, but socialization will happen.
    - Key-card software is working,
    - We are conscientious of pool forms for compliance. We still need forms from some families. (Note: If you are using the pool, you need to fill out the form.)
  + COVID signs: some signs have fallen down, need to be replaced.
  + Welcome Kits: Create them. Proposal for $25 kit each, funded by HOA Board. Expectation of 5-20 per year. Board unanimously supports this idea.
  + Residents who are late with HOA fees (Delinquent Accounts): 11 houses as of now. Discussion of next steps.
  + Roll-on Dumpsters: twice a year. Deal with American Disposal funds it, but we were five short of the 234 homeowners needed to make the deal.
* **Tennis:**  1) A bit of vandalism on the storage areas. 2) run-off issues still present, but likely resolved.
* **Grounds**
  + Broken fence and hedges along Shallowford: Jeremy visited Cobb Police. AllState admitted liability, just waiting on quotes.
  + Mulch and pine straw:
    - Play-Safe Mulch quote for playgrounds has been received, in process for being paid.
    - Pinestraw: Waiting on Julio for a response. He is very inexpensive and a good supplier, but not always on top of email.
  + Spring flower beds: Waiting on updated numbers from the supplier, will be fit into the budget as long as the quote is within expectations.
    - Trees will be trimmed soon by Dutch.
  + Entrance lights: Pre-work required behind brick entrance signs, with extra cost, just to get a quote. Alternative is solar panel lights, of lower or higher quality. Jeremy’s preference is higher-quality solar lights. Will do a test with solar.
  + First Fence conversation: Warranty coverage explored. $2,000 to fix fence issues in both H1 and H5 pool areas. Further discussion will happen.
* ACC
  + Fine structure: Proposal circulated. Includes escalation for repeated offenses. Fines need to be substantial enough to prevent bad decisions, but Board has to be willing to back up legal challenges. Board will consider explanations and prescribed fixes.
  + Brick paint options: color options distributed. Degree of specificity discussed. Guide is “close enough” in the view of the ACC representative.
  + Trampoline: self-solved with the family’s move.
* Website Migration Update
  + <http://yourhedgerow.flywheelsites.com/>
  + Need help: volunteers to review new site.
  + Gmail – ACC, Pool??
* Next Meeting: Scheduled for June 1; Moved to June 8. Following meeting moved to July 13.

April 13, 2021

* **Call to Order**. In attendance: Justin, Keith, Colleen, Jeremy, Matt, Adam, Tim.
* **Financial Update**.
  + General Assessment: We’re in good shape and on track.
  + General discussion on a few particulars, such as water bills and sales assessments ($1,500)
* **Capital Projects Updates**:
  + HR3 Revitalization Project
    - At issue: crack fill and second pickle ball court, which will cost an additional $2,500 over the original $50K budget for the H3 project.
    - Vote for/against the additional funds: Approved unanimously.
    - Clean up in preparation for the project will require tree trimming and removal.
  + HR3 Retention Pond
    - Dealing with the entire thing could cost $45,000
    - Intention now: stop the erosion with rip rock to stop the harm to the neighbor’s property.
  + HR1 Vent
    - Initial quote is $35,000. Alternative: build an external, alternative grilling station for $12,500.
    - This project is not currently budgeted. Intention is to carve out money from reduced expenses in HR3 retention pond or draw down $150K reserves.
    - Vote: unanimous for the $12,500 spend.
  + HR1 & HR5 Pool Fences
    - Quote received for $2,500, to fix multiple things
    - Conversation on details of the project. Some aspects may go under maintenance.
* **Pool and Pavilion Openings**
  + Pool operations and Social events (those officially run by the HOA) for the season.
    - COVID restrictions have been removed by Governor Kemp
    - Motion: We will open the pools and common areas for general use, based on functional availability, following State of Georgia guidelines and not use of sign-up system. Vote: approved unanimously.
    - Caveat: restrictions may have to be imposed at a future date. We will follow restrictions that are active at the time of the event
    - We will use caution, such as not using shared serving utensils, when offering the events.
  + Seasonal membership for out-of-neighborhood guests.
    - We will keep the three external members that have been with us in the past, but not add any others (despite requests).
    - We will keep the fee the same (around $400 per family per year)
  + Listing of active/past due members.
    - Reassess list on May 1. Prepping for deactivating key cards.
  + H1 pavilion furniture update
    - Furniture has been ordered. Delivered in early June. We will have to assemble it ourselves.
  + Communications Plan
    - Newsletter coming out soon, detailing waivers that require family signatures.
* **Tennis:** 
  + Fencing proposal for $1,750 still good.
  + Pressure washing coming soon, just after the pollen
* **Grounds:** 
  + Broken fence and hedges along Shallowford: Quote for repair of fences is at $7,500, should be covered by insurance.
  + Mulch and pine straw and Spring flower beds: installations coming soon.
  + Entrance lights: quotes coming for upgrades.
* **ACC:**
  + Brick Paint Options: first three options have been approved. We are currently building a list of six approved colors. Any deviations from those standard colors will have to be approved by the board.
  + H5 Trampoline: positioning in front yard? Pictures will be taken.
* **Web Site Migration**: Justin still working with Jason Wiggens on this project.
* **Next Meeting**: May 4, 7:30. Site: H5 pavilion.

March 2, 2021

**Minutes**

* **Call to Order**. In attendance: Justin, Keith, Colleen, Jeremy, Matt, Adam, Tim.
* **Take Aways from Last Meeting & HR Capital Projects**
  + H3 Revitalization
    - Guest: Kristen Sweitzer
    - Vote: selection of option 2, Southeastern Solutions (Option 1: 0 votes; Option 2: 5 votes; Option 3: 2 votes)
    - Implementation: Two board signatures, pay-as-you-go,
  + H3 Retention Pond
    - Justin’s description of the different options.
    - Revisiting the site with the vendors during the week of March 8: searching for a phased approach.
  + H1 Vent:
    - Options: 1) Gwinnett Refrigeration and dealings with Fire Marshall; 2) a free standing grill.
    - Goal is price under $30K and open around May 26.
  + H1 & H5 Pool Features
    - H1: Fixing the fences; fix the hydraulics on main door; fix electricals on secondary door.
    - H5: Fixing the bolts
* Website Migration Ideas
  + New design presentation
  + Form for questions/comments direct to email submissions
  + Objective: No FaceBook communications are necessary, all on the web site.
* Chair Updates
  + ACC: 1) Working on paint color options for external bricks; 2) How do we manage concerns from neighbors? How do we enforce HOA stipulations? (delay to next meeting); 3) Picking up after dogs on Singing Post Lane, option for installing bag/trash stations.
  + Pool: 1) Open Options: Not going to life guards for community parties (lack of projected attendance), and ending guards on Labor Day with option for extending into early October. 2) Power washing courts and leaf gates in corners. Votes positive for power washing and leaf gates.
  + Grounds: 1) Spring Flowers: improving the look, filling out the beds; 2) Entrance Lights: keep burning out, electrician visit scheduled; 3) Water Leak H1: fixed.
* Financials: 1) Level of reserves; 2) Prioritization of capital projects
* News letter: still being developed
* Next Meeting: April 13, 2021

February 2, 2021

Agenda Doc

**Minutes**

* **Call to Order**. In attendance: Justin, Keith, Colleen, Jeremy, Matt, Adam, Tim.
* **Take Aways from Last Meeting**
  + Free for us to call our lawyer, there is a charge for emails.
  + Financial Review with Melissa Wiggens, with Keith, Colleen, and Justin. Very helpful.
  + Hand-off from Dutch to Jeremy. Issues: entrances and hedges, contacts to providers.
  + Camera in HR5: installed and running. $3.49 for 10 Gigs. Approved
* **HR Capital Projects**
  + H3 Tennis Court Revitalization (Kirstin Switzer as guest)
    - Budget is $50K
    - Proposals from Southeast Solutions and Pets & Playgrounds Products
    - Discussion of options.
    - Next steps: revise proposals.
  + H3 Retention Pond: action upcoming
  + H1 Pavillion and Vents: Vents are the issue, $25K-$30K due to status as a commercial site. Discussion of options (portable grilling stations?)
    - Due to expediency, budget limitations and occupancy concerns, we will find the most efficient way to move forward for this year. Long-term options may be more involved.
* **Website Migration**
  + Priorities: simplifying usage for homeowners, and usefulness on mobile devices.
  + Establish secure areas for Board documents, Kanban boards for tracking progress and accomplishments
  + Use website for issuance of newsletter, surveys, pool documentation
* **Chair Updates**
  + Matt/ACC: over-ground pools, paint palette for brick colors
  + Keith/Pool:
    - Opening/closing dates for the pool (May 26-Sept 6, with potential option to extend to Oct. 3).
    - Sign-up option remains due to 50-person limit from Gov. Kemp.
    - Lifeguard hours: plan for single life guard even on holidays, due to budget constraints and capacity limits. Set at 12:00PM to 8:00PM Friday/Saturday 12:00PM to 6:00PM Sunday to Thursday
    - Nautix allows swim-at-your-own-risk outside lifeguard hours. These hours are 7:00AM-12:00PM all week, 8:00PM-11:00PM on Friday/Saturday, and 6:00PM-11:00PM Sunday to Thursday. Sign-up regulations are still in effect during these times.
    - H1 Pool door needs to be fixed.
  + Jeremy/Grounds: met with the contractor, expressed concerns with areas such as the flower beds and complaints with hedges (but the hedges grow really fast).
* **New Business**: none.

**January 5, 2021**

[**Agenda Doc**](https://docs.google.com/document/d/1VTcdvOwPCCXTqIJsBe2NTskb9S5HbWqJ/edit)

**Minutes**

* Call to order
* Meeting norms
  + 2021 vision
  + Group discussed and agreed on the vision
* HOA Website
  + Currently on WIX, but Jason Wiggins has created a website in wordpress (mirrored from WIX). It’s mobile friendly and easier to edit and change
    - Workflows, surveys and other features will be easier
    - Cost will be comparable to WIX and we will have additional widgets
    - Voted and passed - move to wordpress
* CMA budget meeting
  + Justin asked several other board members to join next Friday
* Capital projects
  + HR1 pavilion
    - Grills - we will make sure they aren’t operational if the fire marshall doesn’t respond
    - Fences and caps, tie up loose ends
    - We will find a way to open up the pavilion in time for summer
  + HR3
    - Park area/tennis courts: Adam to prepare plans for the next board meeting, pricing and proposal
      * Invite Colleen and Kristin to the discussion for demo and rebuild
      * HR3 detention pond updates
* New business - lien on neighbors house
  + Options
    - Legal document to be signed
    - Potential to waive late fees
    - Cost of a “new” lien?
    - Justin will go to the attorney and discuss our options via email (no charge)
* Grounds
  + Justin and Jeremy will connect soon to cover this
  + Bad outlets
  + wreaths
* ACC
  + Fine structure
    - Matt laid out his plan for letters and fines
    - Possible automation on the website
  + Paint color for brick
    - Look at existing painted brick and create a baseline for approved color schemes - Matt
* Pool Updates
  + Next month we will agree on a date to open and close, hours etc.
  + Bathrooms restocked, codes reset etc.
  + Lifeguards
* Tennis
  + Signs
    - Voted and approved for Keith to handle
  + Powerwashing
    - Kelli Morley - pricing for her guy?
  + Resurfacing - 2022 budgeting ($7,700 in 2017) for tennis courts
  + Some runoff/backup on the walkway from bathrooms to tennis pavilion
* Events
  + Easter Egg Hunt TBD
* HR1/V cameras
  + Going up this week (Adam)
* Meeting adjourned at 9:05 PM
* Next meeting February 2nd at 7:30 PM

**12/8/2020:**

1. Introductions of elected members
2. Discussion of / election to positions among elected members
   1. President: Nominated by Tim, unanimous vote for Justin
   2. VP: Nominated by Colleen, unanimous vote for Adam
   3. Secretary: Nominated by Colleen, unanimous vote for Tim
   4. Architecture: Nominated by Keith, unanimous vote for Matt
   5. Treasurer: Nominated by Adam, unanimous vote for Colleen
   6. Pool: Nominated by Jeremy, unanimous vote for Keith
   7. Grounds: Nominated by Colleen, unanimous vote for Jeremy
3. Painted Bricks
   1. Board discussed general opinions on painted bricks
      1. Note: IF we say yes to the permission to paint bricks in general, the bard then needs to consider an acceptable palette.
   2. Vote proposed on 1) openness to painted brink, and 2) palette.
      1. Unanimous support for painted brick
         1. Note: must be a commitment to maintain the paint, based on professional standards.
      2. Palette discussion tabled
   3. Call to respond to three open requests by Thursday, December 10.
      1. Approval of each individually by later email votes.
4. Schedule of future board meetings
   1. Time: 7:30 is a good time for all.
   2. Frequency: once per month, normally first Tuesday of the month.
5. Open issues
   1. Fallen trees in H3: Pause on hiring help until other decisions are made
   2. Volunteers: put on the table that we need more volunteers from each Hedgerow area.
   3. Power issues at entrances, raised due to lack of electricity for wreathes at entrances.
   4. Wreck at Shallowford/Mabry: aware of damage on our communal property; Board will pursue fix of hedges/fence and removal of debris by offending driver’s insurance company.
   5. Passing of Andrew Halloran: recognition of his contributions to his community.
6. Conclusion: meeting ended by unanimous vote at 8:55 PM