

**Trails End Homeowners Association, Inc.**  
**Board Meeting Minutes**  
**May 7, 2011**

Meeting was called to order at 10:05 a.m. by President Joe Giordano at the Trails End Clubhouse. Also in attendance were Vice-president Michael Knight, Secretary Ed Weyer, Treasurer Ouida Leech, and Director-at-Large Terry Brettner. There were no guests.

**Secretary's Report:** The contact list for TEHOA members has been updated and a hard copy was distributed to the board. We now have addresses, phone numbers, and email addresses for all members. The TEHOA Website has also been updated.

Minutes of the previous meeting had been emailed to board members for review. The draft budget originally planned as an attachment was not sufficiently mature for publication and reference to it as an attachment has been removed. Joe moved to waive reading of minutes and to approve as circulated except no budget attachments. Michael seconded. Carried.

**Treasurer's Report:** Cash on hand as of May 6, 2011: \$44,119. In addition to normal operating expenses since January 1, 2011, TEHOA also paid \$12,260.00 for road repairs and \$4,850 for well/pump repairs.

A draft budget backdated to January 1, 2011, was presented and discussed. Estimates for operating expenses are based on 2010 financials. The Treasurer also presented a draft 2011 Reserves Budget outlining projected costs for maintaining the common properties of the Association. Analysis shows that reserves are currently funded at 34%. A formal expense budget and reserves budget had not been adopted in previous years. The by-laws of the Association require the Treasurer to develop a budget and statement of income and expenditures. The board determined that the Association had reached a sufficient level of maturity to operate with a formal expense budget and a reserves budget.

Ed moved to adopt the expense budget and the reserves budget as presented by the Treasurer. Terry seconded. Motion carried unanimously. Budgets will be posted to the website with official copy maintained by the Treasurer.

**Unfinished/Old Business:** A proposal was presented by Ouida to amend the by-laws of the Association with reference to the election of officers. Several other by-law issues were identified including late fees, initiation fees, and part-time versus full-time residents to fill board positions. Michael indicated that work had been done in 2010 on some these issues and the information was in material passed to the new board president. After some discussion, it was

decided to allow time to review past considerations and to include by-law change proposals on the agenda for the next meeting.

Pool maintenance was discussed. Options for pool care in the Ellijay area are limited. The board will continue to look for a cost-effective pool service. There was general discussion about possibly switching the pool to a salt system at the end of the season.

Standing water under the clubhouse is apparently caused by gutters overflowing and water ponding on the north side of the clubhouse. Diverters will be installed to address the overflow issue and Joe will have a contractor look at the drainage issue on the north side of the clubhouse.

**New Business:** The board discussed developing a registration form for new members to be accompanied by a welcome packet containing Association documents as well as contact information for electrical service, phone service, etc. Ed will work with members to develop a draft for board review.

The Architectural Review Committee is covered under Article IX of the by-laws and is appointed by the board. The board named Joe Giordano and Michael Knight as the only two members of the committee for the term of the current board.

A discussion was held about domestic water emergency shutoff valves located in the “water meter box” near the street. Joe suggested we should encourage owner’s to use the street shutoff when not using their cabins to protect personal property as well as Association wells.

Mowing of the common areas was discussed. It was suggested that mowing the roadside to the wood line on occasion would improve the overall appearance of the subdivision. Joe will work with the contractor on this issue.

Cleaning of the clubhouse was determined to be needed an average of 6 times per year with concentration during the time when the pool is open. Cleanings will be scheduled by Joe.

The next meeting of the TEHOA board is set for 10:00 a.m. August 6, 2011, at the clubhouse. [Meeting date subsequently changed to August 13, 2011.]

Motion to adjourn by Ed, seconded by Michael. Carried. Meeting adjourned at 11:30 a.m.

Respectfully submitted,

Ed Weyer, Secretary

