

Trails End Homeowners Association, Inc.
Board Meeting Minutes
August 13, 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 minutes of the previous board meeting held on May 7, 2011, had been circulated via email to all board members and the reading of the minutes was waived. No changes were required. Michael moved that the minutes be approved as presented. Ouida seconded. Motion carried.

At the previous meeting, board members discussed developing a registration form for new members that would collect contact information as well as the customary \$200.00 initiation fee. Ed drafted and circulated a Membership Registration Form for board review. Upon review, Ouida moved to accept the form as drafted. Joe seconded. Motion carried. The form will be made available on the website home page for future access by closing attorneys or other parties. A welcome package to accompany the form is under development.

Ed reported that the email address list for the Trails End gmail account had been updated and was available for association business. Also, the account is set to automatically route a copy of all incoming email to Ed's personal account to ensure that no emails are missed. Other board members can elect to monitor as well.

The official contact list is current and a hardcopy was distributed to board members. Ed will send an electronic copy as well.

Joe moved to accept the secretary's report. Ouida seconded. Motion carried.

Treasurer's Report: The treasurer distributed a January 1 through August 12, 2011, Profit and Loss report and explained various entries and figures. Cash on hand in checking and money market accounts totaled \$43,564.59. Other treasurer issues are captured under Unfinished/Old Business below. Joe moved to accept the treasurer's report. Ed seconded. Motion carried.

Unfinished/Old Business: The first item addressed was a draft budget for calendar year 2012. Historically, the association has not adopted a formal budget, but rather relied on dues adjustments and special assessments to meet financial obligations. The board has pursued a formal budget to stabilize dues, limit the need for special assessments, and ensure adequate reserves. The draft budget was discussed and explained by Ouida. The 2012 budget will be

finalized once certain cost figures become available. This will allow the board to set annual dues which cover operating costs and fund reserves at an acceptable level. The treasurer estimates that annual dues will need to be approximately \$600. The board plans to email budget and dues information to members in advance of the annual dues billing so members can plan accordingly.

Joe moved that the board proceed as outlined above. Michael seconded. Motion carried.

The second item of business was to revisit the election process issues, especially the manner in which proxy ballots are currently handled. Historically, the number of proxy ballots held by the president has been sufficient to elect all board positions, in effect, allowing a single individual to name the entire board of directors. There is a concern that, at some future date, this could lead to an undesirable situation. The board agreed to work on drafting potential changes to the by-laws to be completed in time for consideration at the next board meeting, and subsequently for consideration by the association's members at the next General Membership Meeting in March 2012.

The third item concerned issues affecting the well-being of the sub-division. Topics discussed included the domestic water shut off valves, damages to structures by carpenter bees and pileated woodpeckers, improperly maintained driveways, fallen trees on cabin sites, and tree trimming debris visible from the road. The board will contact members via email when applicable and will post items of general interest to the website.

The final item of unfinished/old business was the proposal to change the pool system over to a salt system to reduce costs. After determining that current pool maintenance procedures have achieved this goal, the board tabled the conversion idea indefinitely.

New Business: The board discussed the impact of power outages on residents. Even residents with generators lose water, making it very difficult to function during extended outages which have plagued the area. Gilmer County does not permit private wells in a subdivision with a community water system. Discussion centered about retrofitting each well to accept a generator hookup during outages. After discussing the risks, logistics and cost of such an arrangement, the approach was determined to be impractical. Discussion then turned to making the clubhouse viable as an emergency shelter during electrical or water system outages by installing a generator capable of powering the clubhouse in addition to the well supplying the clubhouse. This would ensure a source of water for all residents as well as shower and bathroom facilities. In the winter, the clubhouse could provide a place to cook and keep warm as well. Joe will determine requirements and get estimates for such a setup. If approved by the board, the costs will be reflected in future budgets.

The issue of property maintenance by absentee owners was discussed. Several instances of problematic upkeep were identified. The Declaration of Covenants and Restrictions for Trails End Subdivision specifies that "Driveways shall be maintained in good order" [General Covenants, Restrictions and Design Standards, #11]. However, there is no stated expectation beyond the driveway requirement. The board will propose a clarification of the maintenance expectations when the by-laws are reviewed and updated in the near future. In the interim, the board will request owners' cooperation in resolving concerns.

The next meeting of the TEHOA board is set for 10:00 a.m. Saturday, November 12, 2011, at the clubhouse. [Subsequently rescheduled for December 17, 2011.]

Motion to adjourn by Ouida, seconded by Michael. Motion carried. Meeting adjourned at 11:50 a.m.

Respectfully submitted,

Ed Weyer, Secretary