

**Paces Club HOA Board Meeting Minutes**  
**Saturday, April 12, 2008**

- 3:00 Meeting was called to order and the minutes from March 8 meeting were read and approved.
- Eugene Ayotle, resident, brought revised AR paperwork for fence
- Craig Moore, resident, introduced Derrick Gason of BLD trash services, BLD has been in business since 1995 and Derrick has been with the business for 6 years, quoted \$16/month with first month free, \$48/quarterly, 2<sup>nd</sup> can \$7 month, 3 bags of yard waste will be accepted, looking into recycling
- Craig Moore will head social comm., organize July 4<sup>th</sup> parade and party which will occur Friday prior to July 4, will also organize trip to baseball game for the community, and wants to help organize neighborhood watch
- Rich reviewed financials, Laura will be sending letter to residents verifying delinquent accounts
- No committee reports at this time.
- There are still many documents outstanding from the previous board. Naudja is working with the attorneys to come up with a plan.
- No report on website at this time.
- Bulk mailings can go to only one zip code. Laura will not mail bulk mailings; the board will have to do this. Michelle will find out the price for bulk mailings.
- Rich indicated that a financial audit is necessary and should be done immediately upon receipt of all financial records. Income taxes can not be prepared as we do not have financials from previous board.
- A vote was take and approved to go with the Aqua Guard bid for the pump room redesign. A decision was made to request that Laura cancel the contract with Sweetwater immediately and hire Aqua Guard for pool maintenance. This work will be tabled until financials are made clear.
- Gazebo bids are still being reviewed. Only one has been received and it was rejected.
- Existing contracts
  - Landscaping—Chuck will review and talk with them

- Cleaning Services—Maid to order will clean bathrooms 3x a week during pool season and one time a week in the off season.
  - Pool Company—Review in process, Laura checking on discontinuing contract
- No word from Laura on liability insurance yet.
- Naudja reviewed and highlighted major suggestions from Cobb EMC Audit—Can board meet one Saturday for an electric tour to both make plans to address Cobb EMC's suggestions and gain knowledge of electrical panels and other electrical boxes and protocols for electrical work in and around the common areas.
- We will list Cobb EMC's number on the website for reporting problems with street lights.
- Keys and locks in and around common areas will need to be addressed prior to key distribution the first weekend in May. It was suggested that one lock be removed to re-key and all keys made prior to the weekend and then the other locks be re-keyed the weekend the keys are distributed.
- A letter from the attorney will need to go out to the community regarding amended Covenants, fines, etc. Naudja will communicate to the attorney the need to do this but the Board will draft a statement about the letter, too.
- Chuck will follow-up on letter from Berlon, the previous board's attorney, communicating the account closed.
- Michelle will draft pavilion reservation guidelines and send to Chris for posting on the website.
- Michelle will draft process for Arch Requests to go on website and send to Chris for posting on the website. Michelle and Naudja expressed a need to update the color choices and the paint book as a whole. This will be reviewed during the summer.
- Distribution dates for future newsletters—mid-June, mid-September and mid-December
- Arch requests and paint requests were reviewed and approved.
- Naudja will work on updating fencing drawings for the website.
- Until someone offers to chair the arch comm., all arch and paint requests will go to Michelle who will compile and present to the board at monthly meetings for vote.

- Suggestions for future newsletters will go to the communications email. Someone will need to check this email periodically.
- Beverlee Browning and Maritza Pittman are on the communications committee.
- The community garage sale will be Saturday, May 3 from 7am-2pm. Maritza will place a sign on the board and Michelle will post signs at the front of the subdivision.
- Michelle will ask Mary Lubbers to find out how much a holder for the tennis court reservation book will be.
- Can we put a calendar on the website indicating when the pavilion and tennis courts (tennis teams schedules and practices) are reserved?
- The information on replacing windows will be put on the website.
- It is agreed that a petty cash fund will be held in order to expedite small expenditures by the board.
- Tentative Hands On Paces Club day will be Saturday, May 17 from 8am—3 or 4pm. Chuck, Rich and Dan will assess and budget for materials. Volunteers will be needed.
- Rich will keep the list of properties being rented in the neighborhood.
- Discussed selecting yard of the quarter and possibly selecting a family per quarter to help with yard work, minor home repairs, etc.
- A resident would like to place an article in the newsletter in support of sheds. In the future, if anyone wants to promote their support of sheds they will have to distribute fliers.

Meeting was adjourned at 5:25.