

## Twin Harbors Property Owners Association, Inc.

### Board of Directors Meeting

November 14, 2009

**Directors Present:** Jim Mason, Fred Alderman, Greg Yost, Cliff Budd, David Heathcock and B. Milton "Chip" Choate. **Absent:** Jim Wilder and Robert Zbranek

**Others Present:** Laurie Schultz (Office Manager) and Robert Mondshine for Open Forum.

- Cliff made a motion to accept the Agenda; it was seconded and approved unanimously.
- Jim Mason called the meeting to order at 9:00 a.m. Cliff made a motion to approve the minutes of the October 10<sup>th</sup> meeting; it was seconded, and approved unanimously

An election of officers was held. B. Milton "Chip" Choate introduced himself and gave a short background of his work experience. There was a tie for President between Jim Mason and Fred Alderman. Fred rescinded his running for President. Jim Mason made a motion; it was seconded and approved unanimously to have the following Directors assigned the following positions:

President: Jim Mason	Parliamentarian: Jim Wilder
Vice President: Fred Alderman	1 <sup>st</sup> Architect: David Heathcock
Secretary: Clifford Budd	2 <sup>nd</sup> Architect: Greg Yost
Treasurer: B. Milton "Chip" Choate	3 <sup>rd</sup> Architect: Robert Zbranek

#### **Closed Session:**

- The lawsuit was discussed.

#### **Correspondence:**

- A refund in attorney fees was received from the Evans and Kitchens law firm of \$503.84 on the Horton/Lawson lawsuit legal expenses.

#### **Open Forum:**

- Robert Mondshine submitted a Building Permit. Greg Yost of the Arch/Facilities Committee said that their committee approved it. Greg made a motion, it was seconded, and the vote was unanimous to approve the permit.

#### **Financial Report:**

- Cliff reported the following amounts from our bank accounts as of the end of last month: the POA had \$45,691.55 in our checking account, \$10,709.32 in the special assessment account, \$5,559.98 in our money market account, \$5,276.42 in our 90-day CD account and \$1,022.92 in our 60-day CD account, for a grand total of \$68,260.19. Cliff made a motion; it was seconded, and approved to accept the financial report.

#### **Architect/Facilities Report:**

- David submitted one bid to upgrade the two bathrooms and will try to submit one or two more for next month's meeting.
- Cliff recommended that the Board wait until Robert Zbranek gets back to work on the leak in the swimming pool area.
- In Robert Zbranek's absence, Cliff introduced the subject of a small section of road on South Sunset Drive that has become almost impassible. Temporary solutions were discussed and Cliff made a motion, it was seconded, and approved unanimously to purchase up to two loads of stabilizer material to be spread over the affected area for a cost of up to \$1,000. This issue was referred to Robert Zbranek for completion.

### **Old Business:**

- Cliff discussed the various write-offs that were to be made and the reason for each. Cliff then made a motion; it was seconded, and approved unanimously to approve the following write-offs: 1) Farrell Cunningham for \$120.00 as he donated the lot to the POA; 2) David Kennedy for \$611.00 as he donated the lot to the POA; 3) Dexter Sargent, Jr. for \$998.00 as the lot went to the Sheriff's sale and 4) Osteen-Fabian for \$117.00 for interest.
- Greg posed the question of when the trash pile was to be burned. The issue was referred to Robert Zbranek.
- The board approved the continued use of Miracle Mix to repair small areas on the roads.

### **New Business:**

- Jim Wilder was to rewrite the procedure for elections of Directors concerning ties and also, if the nominations could be held either after the Annual Meeting or at the next month's meeting.
- Jim Wilder was also to look into the three or four month deadline on Building Permits to check when the time started.
- Jim Mason introduced a discussion of keeping the association's old tractor and purchase a used 60 inch zero turn mower. Fred Alderman expressed a concern that this size mower was too large to properly mow some of our ditches. Fred felt that a mower with a 48 inch path might be more appropriate for mowing many of the ditches and restricted areas within the subdivision. It was decided that the 60 inch mower under discussion would be tested on ditches and other areas within our subdivision and a report would be made to the board at the December board meeting. Zbranek and Jim Mason were to look into purchasing a zero-turn lawn mower.
- Greg reminded the board members that he has re-written the previously approved THPOA Facilities Committee: Polices, Procedures and Guidelines. Copies of the proposed Guidelines were distributed and board members were requested to read the proposal and prior to the December board meeting, contact Greg with questions or modification suggestions. Board members should be prepared to discuss and vote on the Guidelines at the December board meeting.
- Cliff made a motion; it was seconded, and approved unanimously to have the President, Vice-President, Treasurer and Secretary have the authority to sign checks and also to instruct First National Bank of Livingston to email Chip Choate the monthly statements.
- Per our attorney's recommendation, Jim Mason made a motion to change the interest rate to six (6) percent annually on all late fees from now on. It was seconded and approved unanimously.
- Instead of a new Winds to go out with the upcoming mailing of the Special Assessment fees, Jim Mason is to write a cover letter to explain upcoming situations. Also, a discussion was held on making a new Directory of property owners of the subdivision. It was decided to put an insert with the Special Assessment letter giving the property owners the option to have their names in the new Directory and/or on our website.
- Fred Alderman made a motion; it was seconded, and approved unanimously to send a check for \$100 to the Onalaska Volunteer Fire Dept.
- Fred made a motion to adjourn the meeting. It was seconded, and approved unanimously.

Adjourned at 10:20 am. Next meeting is December 12, 2009.

Respectfully submitted,

Clifford H. Budd  
Secretary