

# Twin Harbors Property Owners Association, Inc.

Board of Directors Meeting

September 8, 2007

**Directors Present:** Cliff Budd, John Morse, Fred Alderman, Floyd Schoonover and Robert Zbrank.

Absent: Jeff Gilliland and Ron Eddleman.

**Others Present:** Laurie Schultz (Office Manager) and for the Open Forum, Mr. Brian Butler.

- John Morse called the meeting to order at 9:00 a.m. The minutes of the August meeting were approved.

## **Open Forum:**

- Mr. Brian Butler offered to clean up the tennis courts and basketball court. The Board gave him permission and gave him a key to the gate for a \$15 deposit.

## **Correspondence:**

- Two complaints were received by the Board and letters are going to go out to the property owners today, after the meeting.
- A certified letter from Mr. Foraker was received and he "Quick Claimed" his property to the POA. He stated that he has paid all back taxes.
- One email proxy was received for the President.

## **Financial Report:**

- Cliff reported the following amounts from our bank accounts, as of the end of last month: the POA had \$10,476.17 in our checking account, \$14,307.20 in the special assessment account, \$18,262.33 in our money market account and \$5,045.62 in our CD account, for a grand total of \$48,091.32.
- Cliff stated that he would work on rewriting the "Collection Policy" now used by the Board as these procedures are not always followed. Currently, the Board does not turn over the past due accounts to a collection agency. Cliff would like to add the fees associated with judgments and the Board agreed with Cliff to include that in the new policy. Cliff said that our Aging Summary has lots of old debts and fees, etc, that were written off and we need to get these numbers out of the Aging Summary.
- Approximately 25 collections letters have gone out in the last month. Of three potential foreclosures, one has paid up his past due amount, one has paid all his taxes and donated the lots to the POA, and one is going to foreclosure.
- Cliff requested that the new Board change the key to clubhouse gate this winter as there are lot of property owners who haven't paid their maintenance and special assessment fees currently using the pool.
- Cliff said he was surprised at the number of "Past Due" accounts and requested permission to start foreclosure procedures on some of these. The Board told him to go ahead and start the paperwork.
- A motion was made, seconded, and passed unanimously to let Floyd Schoonover sign checks for the POA.
- A motion was made, seconded, and passed unanimously to let Clifford Budd receive the emailed statements from The First National Bank of Livingston for the POA.
- Cliff said that Ken Rychlik volunteered to help us with the Budget report for the Annual Meeting.

**Architect/Facilities Report:**

- Floyd emphasized that any Architectural Permit must have a drawing in the future as one lot owner did not submit a drawing and there are questions on the structure he is building.
- The concrete work is completed on the culvert at the main boat landing.
- Fred requested that dirt and/or stone be purchased for the culvert.
- It was agreed that any Board member can remove unwanted or illegally posted signs in the subdivision. Also, any "For Sale" signs should be of normal size and no large signs posted are allowed.
- Floyd brought up the fact that in another Board's minutes it is stated that the Architect/Facilities Committee Chairman can spend up to \$500 on repairs without the Boards approval. A motion was made, seconded, and unanimously approved to continue that spending limit.
- A motion was made, seconded, and unanimously approved to fix the fence at the clubhouse gate.
- Floyd and Cliff will work with Ronnie Vinson to get an estimate on the road work for the upcoming Annual Meeting.

**Old Business:**

- The newsletter and statements have all been mailed out.
- Cliff will email the new Deed Restrictions for the two Reserves in Section 5 and he asked to give him comments before sending them to the property owner.

**New Business:**

- John said that he would work on writing a policy for voting by email. The consensus is that it should only be done in emergencies.

Adjourned at 10:15 am. Next meeting is October 13, 2007.

Respectfully submitted,

Clifford H. Budd  
Secretary