

Approved Minutes of the 2016 LLPOA Annual Meeting

At 10:00 a.m. on January 30, 2016, the LLPOA Annual Membership Meeting at the Nelson City Hall was called to order. Board members in attendance were Paul Feldman, Paula Campbell, Tom Thomason, Tina Kleuckling, Barbara Tilley, Tina Monaghan, and Randy Meadows.

The general membership was welcomed to the meeting.

15 Property owners attended the meeting which met the requirements for a quorum.

A motion to approve the minutes from the December 8, 2015 Board Meeting was made by Barbara, seconded by Tom, and approved by all members of the board in attendance.

Guest Speaker Mark Roehl: City of Nelson Police Chief

Mark requested we call 911 for all issues that require a police response such as violation of law or peace. The dispatcher will prioritize the dispatches and an incident report will be established. This helps the Nelson and Cherokee County Police Forces in tracking repeat issues including nuisance or quality of life concerns.

Mark works 40 hours per week and John works 20 hours per week. A 911 call will get the “on duty” police personnel dispatched as needed.

Officers Reports

Treasurer:

Paula Campbell provided the following end of year financial reports:

- 2015 End of year financials
 - \$ 8,042 in the checking account
 - \$ 16,514 in the money market account
 - \$ 369 in the Lake Committee account
 - \$ 25,326 total in LLPOA funds
- Paul stated that based upon online banking records, Paula’s end of year account balances in both accounts are correct.
- Paula presented financial projections for 2016.

2016 Estimated income is \$10,460 with estimated expenses of \$10,038 which yields an estimated positive cash flow of \$328.

- A motion to accept the Treasurer’s report was made by Randy, seconded by Barbara, and was approved by all members of the board in attendance.

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Vice President & ACC Chairman: Tom Thomason

The following projects were approved:

- Construction of the Operation Finally Home house on Laurel Cove has been completed.
 - Yesterday, the Operation Finally Home team and sponsors held a dedication of the house to the Hutchinson family. Many project sponsors, local groups, the LLPOA Board, and LLPOA Members attended this event.
 - U.S. Army Sgt. Matthew Hutcheson and his family were introduced.
- Removal of trees at several properties
- Pathway around a house and modification to an existing fence.
- Some new roofs being replaced and normal and expected ongoing maintenance at some homes.

Other ACC activities:

- Bushes that impacted line of sight for driving were trimmed at 2047 Laurel Cove.
- Three certified letters were mailed to the business addresses of Invitation Homes, the rental management company, to inform them that they are responsible for covenant compliance.
- Complaints were yet again received for a trailer parking violation. This is an ongoing resolution effort for the ACC that was addressed by letter mailings and threatening of court action if the trailers were not removed.
- Several trailer parking complaints were received; covenant violation letters were sent to owners. This remains an ongoing effort.
- Noise complaints addressed and the importance of establishing a police record of city noise ordinance violations.
- Discussion of the primary purpose of the ACC as a covenant enforcement entity.
- Discussion of rental properties in Laurel Lake and how we enforce covenant issues with the owners.

Paul made the following comments about the ACC:

- The ACC is the driving force behind the success of our association.
- Tom Thomason, Tina Kleuckling, and Leah Kelly have done a great job on the ACC team.

Secretary: Tina Kleuckling

- Nothing to report

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Committee Reports:

Community Activity Committee Report: Paula Campbell

- PB & J Drive: Zoe Lumpkin supported the drive this year. Totals for this effort are not available but it was a successful effort that benefited many children in our area.
- Christmas gift collection: Martha Fast's supported the Christmas Toy Drive for MUST this year. A car load of toys was collected by Martha and Paula from about 15 LLPOA Members. Martha delivered them to MUST.

Sand and Salt Barn Committee: Randy Meadows

- We have completed our efforts to work with the GDOT to minimize the impact of the sand / salt barn on the 515 entrance ramp.
- 25 six foot tall Leland Cypress trees were planted and staked 4 feet apart on the Laurel Lake side of the sand / salt barn. This is the solution we agreed to with the GDOT in our meeting early last year.
- Some impacted residents are working independently to request additional work from the GDOT to address their concerns.

Lake Committee Report: Paula Campbell

- A meeting to form our Lake Committee was held on September 15, 2015.
 - Paula Campbell is the Committee Chairman with the following Members serving on the committee: Greg Campbell, Leah Kelly, Kurt White, Cathy Thompson, O.B. and Dianne Deere, and Byron and Martha Fast. As LLPOA President, Paul Feldman serves on all committees as stated in our By-Laws.
 - The strainer / drain cover has been replaced and a clean-up day at the dam also improved it to allow overflow water to more easily bypass the dam.
 - A separate account has been established for Lake Committee approved expenses. These expenses are paid for by Lake Property Owners.

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President's report on the operation of the corporation:

- High Level Financial View:
 - Expenses
 - Front Entrance area:
 - Two repairs were made to the sprinkler system.
 - All bills related to operation of the association have been paid on time.
 - We continue to operate with a positive cash flow on an annual basis.
 - Income:
 - As stated in the financial report, 95% of our members have paid their maintenance fees last year compared to 95% IN 2014 and 97% in 2013.
 - Five members have not paid their 2015 maintenance fees and three have made partial payments.
 - Four of these have not paid dues for two years.
 - Continuation of efforts will be made with the property owners to collect these fees. If they are not collected, liens will be placed on the properties for the amount of the fees and all associated court costs and attorney fees. Continuation of efforts to receive these payments thru the magistrate courts are needed by the 2016 Board.
- Dave Gustafson update:
 - Background
 - In October of 2007 it was determined that our Treasurer, Dave Gustafson, had made two unapproved loans to himself that totaled \$8,500.
 - These loans were not reported to the Board and left us with an actual balance of \$467 in our checking account.
 - A number of meetings were held to determine how to address this issue and they resulted in the removal of Dave as our Treasurer and our receiving two promissory notes from him.
 - The first note was repaid in 2007 and the second has been repaid in small increments since that time.
 - Barbara, Paula, Tom, and Paul met with Peggie and Dave Gustafson on November 22, 2015.
 - After our presentation of supporting documentation (developed by Paula), Peggie and Dave signed a promissory note agreeing to pay the remaining \$1,050 debt by 1/31/2016.
 - This \$1,050 debt has been paid in full leaving a zero balance.
 - The success of this final stage of the collection effort was due to the ongoing efforts of the LLPOA Board.

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- Prior to setting our 2015 annual maintenance fees, the following considerations were taken into account by the Board:
 - In evaluating the 2015 annual maintenance fees, the Board developed a worksheet that indicates a likely financial impact if we reduce fees prior to renewal of our covenants in 2020.
 - As custodians with a fiduciary responsibility, the Board felt they needed to maintain our annual maintenance fees at their current level until our covenants are renewed.
 - These items were discussed in our March Board Meeting and input was requested from the membership in attendance.

- LLPOA Accomplishments in 2015:
 - Support of the “Operation Finally Home” project
 - Completion of the lighting upgrade in the front entrance. Two LED fixtures were installed in the bedded areas on each side of the front entrance.
 - The contract for maintenance of the front entrance with Fresh-Cut was renewed for two years. The pricing remains the same as in the 2013 contract. The new contract will need to be renewed in 2017.
 - Continued upgrades of plantings in the front entrance including trimming 4 large cherry trees (2 on each side of the entrance).
 - In our September Board Meeting, a motion to send a final notice letter to all members who are two years in arrears in payment of their maintenance fees and then place a lien on the property if the fees are not paid as requested in the letter was passed. In our December Board Meeting, another motion to remove voting rights from these Members when a lien was placed was passed.
 - Our By-Laws were amended in the December Board Meeting:
 - To reduce the number of Member-At-Large positions on our Board from 3 to a range of 1 to 3 members (with 3 being the desired goal) for these positions.
 - To reduce the quorum requirements for General Membership Meetings from 20% to 10%.
 - At the request of the LLPOA, the City of Nelson replaced the storm drain at 2014 Laurel Cove.
 - Continued upgrades of the LLPOA website by Tom Thomason.

- Goals for 2016 Board:
 - Setting maintenance fees for 2016.
 - Develop and prioritize options for covenant renewal in 2020.
 - Continuation of efforts to receive past due maintenance fees thru the magistrate courts.
 - Support Community Activity Committee:
 - MUST PB&J and Toy drives.
 - Encouraging the membership to reach out to their neighbors that are experiencing age and health related issues.

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Election of the 2016 Board

Part of the annual meeting is the nomination and election of the Board for the current year.

- The volunteers that have supported the association over the years have been responsible for our success. Their efforts have allowed us to keep the association fees low as compared to other POAs.
- The core members of the LLPOA Board have served for about eight years and want to encourage others in our community to serve on the 2016 Board.
- Without volunteers, we will need to look at other ways of managing the LLPOA.
 - Strong support by the membership will help in maintaining property values in Laurel Lake.
 - There are a number of options but having neighbors volunteer to serve provides the best results at the lowest cost.
 - To be a community, we need for more members to become involved in the operation of the Association. This includes the Board, ACC, and the Community Activity Committee.
- Voting requirements:
 - Ask for volunteers to form a committee of 3 inspectors of election.
 - Inspectors may not be a candidate nor move or second a motion to be voted upon.
 - Certified copy of the election results will be signed by the inspectors. This document will be added to the minutes of this meeting.
 - Inspectors will count the ballots and tabulate the results.
 - Only members in good standing are allowed to vote.
- Inspector 1 = Brenda Feldman
- Inspector 2 = Lamar Kellett
- Inspector 3 = Tyler Davis
- Nominations for each Board Member position were made and added to the ballots.
- Ballots were cast by the membership.
- Ballots were counted and certified by the inspectors as shown in Appendix A.

Election Results for 2016 Board:

- President: Paul Feldman
- Vice-president: Tom Thomason
- Treasurer: Paula Campbell
- Secretary: Tina Kleuckling
- 2 year member at large: Doug Dabbs
- 1 year member at large: Leah Kelly
- 1 year member at large: Is being filled by Randy Meadows who is finishing the second year of a two year term.

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Reimbursement of Expenses to Board Members:

- Paula Campbell requested reimbursement of \$78.38 for postage and materials for the Gustafson study.
- Tom Thomason requested repayment of \$6.35 for postage of certified letters for covenant violations.
- A motion to approve these expenses was made by Barbara, seconded by Tina Monaghan, and was approved by all members of the board in attendance.

Open Comments from the Membership

Robert's rules of Order and 5 minute time limit apply to speakers

- Topics are restricted to those directly related to the LLPOA.
- Chairman will time each speaker and give a 1 minute warning.
- Raise hand to be recognized.
- State your name and where you live.

Lamar Kellett: Thanked the Board for their ongoing efforts and asked them to "keep up the good work"

Tom Thomason: Requested any Members with any ACC concerns to call him. He has a process in place to deal with them which begins with a letter to address the concern.

Paul Feldman: Barbara Tilley came onto the LLPOA Board in January of 2010 and has served continuously since then. She asked to come off the Board and I want to thank her for all her work, encouragement and the guidance she provided us over the past 6 years. She will be missed!!!

In the last year, a number of our neighbors have had significant health issues and 3 have passed from us. The LLPOA provides the basic framework for our organization but neighbors knowing each other and reaching out in times of need is critical to our being the neighborhood we all want.

Barbara Tilley: Be careful when parking vehicles on the hills as oncoming traffic cannot see them until they come over the crest of the hill.

Tom Thomason: Encouraged Members to report covenant violations.




Several Members: Discussed the presence of sink holes in their yards that are caused by the burying debris during the construction of their houses. Paul Feldman will contact them and any other impacted members to discuss the possibility of jointly hiring someone to bring in fill dirt at a lower cost for each member.

Paul Feldman thanked everyone for attending and participating in the association. A motion to adjourn was made by Tom, seconded by Barbara, and voted to accept by all members of the board in attendance.

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APPENDIX A: 2016 Election Certification Sheet

Election Certification Of 2016 LLPOA Board

Ballot Tabulations For 2016 LLPOA Board Members	# Votes Received
President:	
Candidate = Paul Feldman	14
Candidate =	
Candidate =	
Vice-President:	
Candidate = Tom Tomason	14
Candidate =	
Candidate =	
Treasurer:	
Candidate = Paula Campbell	14
Candidate =	
Candidate =	
Secretary:	
Candidate = Tine Kleuckling	14
Candidate =	
Candidate =	
2 Year Member at Large	
Candidate = Doug Dabb	12
Candidate = John Monaghan	2
Candidate =	
1 Year Member at Large	
Candidate = Leah Kelly	14
Candidate =	
Candidate =	
Election Inspector 1 Signature = 	
Election Inspector 2 Signature = 	
Election Inspector 3 Signature = 	

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APPENDIX B: 2016 Attendee List

<u>Last name</u>	<u>Address</u>
Campbell	1014 Laurel Lake Dr
Catlett	3060 Cypress Cove
Clark	1027 Laurel Lake Dr.
Dabbs	2042 Laurel Cove
Davis	1015 Laurel Lake Dr.
Feldman	3048 Cypress Cove
Finally Home (Hutchenson)	2024 Laurel Cove
Grove	2058 Laurel Cove
Kellett	1005 Laurel Lake Dr.
Kelly	3044 Cypress Cove
Kleuckling	3039 Cypress Cove
Meadows	3016 Cypress Cove
Monaghan	3029 Cypress Cove
Thomason	3025 Cypress Cove
Tilley	2011 Laurel Cove