

ASHWOOD HOMEOWNERS ASSOCIATION  
MINUTES FROM MEETING HELD AUGUST 14, 2004

The meeting was called to order by Doug Gragg, President, at 10:10 a.m. at the home of association member Lisa Goldman, 2824 Ashwood Place, Decatur, GA 30030.

Board of Directors present were Doug Gragg (officer, President), Robin Moore (officer, Treasurer) Karen Desables-Moore, Lisa Goldman, Robin Moore, Susan Noll, Carol Norton, and Carol Woolsey. Board of Director Doris Reynoso was absent.

Committee Stewards present were Susan Heafield (Social/Welcoming), Cathie Herman (Architectural), Craig Lombardi (Landscaping), and Beth Wilson (Neighborhood Watch).

At the commencement of this meeting, the officer positions of Vice President and Secretary were vacant. Craig Lombardi volunteered to perform the duties of the secretary for this one meeting. Doug Gragg indicated he would lead the meeting, but was considering resignation.

#### OLD BUSINESS

1. Board members acknowledged the receipt of letters of resignation for Tom Carroll (officer, Vice President) and Sarina Russotto (officer, Secretary); and verbal notice from Hana Gragg that Susan Heafield would be replacing her as steward for the Social/Welcoming committee.
2. Robin Moore read the minutes for the last meeting.

#### NEW BUSINESS

1. Doug distributed an agenda for the meeting, then performed a reading of the bylaws of the association to clarify for all present the roles and duties of board members, officers, and committee stewards. General discussion followed, most significant topics being (a) officers are elected from the pool of directors, and (b) the acknowledgement that board meetings are open to any interested association members.
2. Doug distributed a resolution in which he proposed a re-organization of the association's committees. After considerable discussion, the board unanimously voted to approve (7-YES, 0-NO) the resolution as follows: [1] Eliminate the finance committee as redundant, as its only member is the treasurer, who handles these affairs as an officer of the board; [2] Combine the social and welcoming committees; [3] Recognize the new structure of four committees as:

(a) an "Architecture Control Committee" whose principal responsibility is to evaluate requests for publicly visible property improvements according to the association's covenants and present them to the board for vote to approve or deny the requests;

(b) a "Community Enrichment Committee" (formerly social and welcoming committees) whose principle responsibilities are to organize regular neighborhood socials, provide an official welcome to all new neighbors, and support other initiatives to enrich the life of the neighborhood and of the local community;

(c) a "Property Maintenance Committee" (formerly landscaping committee) whose principle responsibilities are to maintain the neighborhood entrance, monitor homeowner compliance with covenants regarding yard upkeep and general property maintenance, and report problems to the board; and

(d) a "Neighborhood Watch Committee" whose principle responsibilities are to maintain watch teams and report any incidents and problems to the neighborhood.

3. Doug led discussion on how to maintain an odd number of directors. The assumption was that Doris Reynoso had lost interest in serving, as she had not been present at recent meetings, which would leave the desired odd number of voting directors. Directors agreed to contact Doris to see if she wished to continue, and if so, a ninth director would be added at the next meeting to restore an odd number.

4. Doug introduced to the topics of duties and the election of officers to fill the vacant positions and to indicate his desire to step down as president. General discussion followed with focus on facts that the three positions must be filled by the eight serving board members. Doug was encouraged by all present to reconsider and continue serving as president, and he agreed.

(a) Carol nominated Doug for President. Seconded by Lisa. Doug was elected President by a vote of 6-YES, 0-NO, 1-ABSTAIN (Doug).

(b) Carol nominated Lisa for Vice President. Seconded by Carol. Lisa was elected Vice President by a vote of 6-YES, 0-NO, 1-ABSTAIN (Lisa).

(c) Doug nominated Robin for Treasurer. Seconded by Karen. Robin was elected Treasurer by a vote of 6-YES, 0-NO, 1-ABSTAIN (Robin).

(d) Robin nominated Karen for Secretary. Seconded by Susan. Karen was elected Secretary by a vote of 6-YES, 0-NO, 1-ABSTAIN (Karen).

(e) Doug nominated Susan for the appointment of Assistant Secretary assigned with the duty of preparing the association's newsletters. Seconded by Robin. Susan was appointed Assistant Secretary by a vote of 6-YES, 0-NO, 1-ABSTAIN (Susan).

5. Doug asked existing committee stewards if they would continue in their roles in the newly structured four committees. Beth agreed to serve as steward for Neighborhood Watch Committee. Craig agreed to serve as steward for Property Maintenance Committee, but asked for assistance in recruitment of new volunteers to assist with the added duties. Cathy agreed to serve as steward for the Architectural Control Committee. Susan agreed to serve as steward for the Community Enrichment Committee.

6. Craig proposed to the directors that a sign be placed at the front entrance to indicate that Ashwood is a covenants neighborhood. This would relieve individual board members from the duty of contacting real estate agents when new for-sale postings were noticed. He further indicated he was working to replace the web site that was hosted by a free provider, and all agreed he should search for a commercial provider.

7. Susan discussed a new idea for producing the association newsletters by considering the option of delivery by email to save money. General discussion on frequency, bi-monthly seemed the most popular schedule.

8. Doug announced he had attempted to reach the county to report problems with the conditions of our neighborhood roads. He also noted a letter may be required to one homeowner who is storing a fishing boat on their front property.

#### TREASURER'S REPORT

Robin circulated the association's profit/loss and balance statements. She indicated there was only one homeowner who had not yet paid yearly fees.

#### COMMITTEE REPORTS

NEIGHBORHOOD WATCH - Beth report no incidents or activities to report since the last meeting.

PROPERTY MAINTENANCE - Craig reported the irrigation controller was malfunctioning and free warranty service was expected to cover its replacement by an Oasis Irrigation visit on Monday.

ARCHITECTURAL CONTROL - Cathy led discussion on positive results regarding her recent memos and letters with the siding contractor who agreed to provide pricing breaks to Ashwood homeowners who signed on 3-at-a-time.

COMMUNITY ENRICHMENT - Activities to be announced in upcoming newsletter.

The next meeting of the Ashwood Homeowner's Association Board of Directors is scheduled for November 9, 2004, at the home of association member Susan Heafield, 2849 Ashwood Place, Decatur, GA 30030.

MINUTES PREPARED BY CRAIG LOMBARDI