

Minutes of November 17, 2011

I) Meeting called to order at **7:00 P. M.**

Pat Hedrick, LaDonna Walden, Brian Lacher, Jim Cannon, Jeri Hanes-Kellett and Kimberly Rodgers in attendance.

II) Minutes from Nov. 8, 2011 meeting are pending.

III) Treasury report from LaDonna Walden:

- A) Elizabeth Townes Profit and Loss was reviewed and recorded for the month of October.
- B) Cost of recovery of unpaid dues explained
- C) Current foreclosures discussed on current status.

IV) Old Business

- A) To date, Detention ponds issues have been resolved.

- B) Tom with Heaven and Earth to re-evaluate tree conditions after previous removal.

- C) Pool fence scheduled to be completed prior to Thanksgiving weather permitting.

- D) First payment from Travelers Insurance for roof repairs should arrive by Friday November 18, 2011.

V) New Business

- A) Landscaping point of contact to be Brian Lacher
 - 1) LaDonna Walden supporting

- B) Pump Stations and Detention Ponds point of contact to be LaDonna Walden.

- C) Pool point of contact to be Jim Cannon.

- D) Violation recording and maintenance of record to be handled by Jeri Hanes-Kellett.
 - 1. All board members to maintain an individual record of violations noted and communicate those violations to all board members via e-mail.
 - 2. Photos of violations should be taken where possible for record.

E) Motion to send violation letters on Tuesdays at an increment of every seven days.

- 1) First Tuesday after noted repeat violation
 - a) First notification letter sent
- 2) First Tuesday after further repeat violations
 - a) Second notification letter sent
- 3) Third Tuesday after further repeat violations
 - a) Third letter to inform of impending hearing to be 15 or more days after signed receipt of letter.

VI) Meeting Adjourned at 8:00 P. M. Motion by Jim Cannon and Jeri Hanes-Kellett 2nd.

Minutes taken by Brian Lacher, Board Secretary