

PRINCETON HOMEOWNERS' ASSOCIATION

Minutes of November 16, 2009

Cathy Hooper, Presiding

CALL TO ORDER

The meeting of the Princeton Homeowners' Association was called to order on November 16, 2009, at the Murrayville Park Community Center by Cathy Hooper. It was reported that proof of meeting notice was through the community bulletin board posted at the Princeton exit, e-mail, on the HOA website, and/or newsletter.

ATTENDANCE

- Of the 116 homes occupied in Princeton, 18 homes and 14 proxies were present. See attached sign in sheet for those in attendance.
- Those in attendance received a copy of the agenda, a ballot, a copy of the proposed 2010 budget, and the 2009 financial report from January –October. (See copies attached.)

MINUTES

The minutes from November 17, 2008, were read by secretary Wanda Land. There were no corrections or questions.

OFFICERS' REPORTS

- President Cathy Hooper thanked the officers for their year's work. She also thanked other homeowners for their volunteer work.
- Treasurer Jim Carmichael went over the items in the 2009 financial report. The beginning balance as of January 1, 2009, was \$7,988.79 and the ending balance as of October 30, 2009 was \$14,054.37 (copy attached). He also reported that liens had been filed for unpaid dues; 2 are still in place for unpaid 2007 dues, 4 for 2008 dues, and 6 for 2009.
- Jim answered questions about the proposed 2010 budget. Homeowners were informed of the possibility that volunteers may or may not be available for landscaping for the entrance and/or common ground; that is the reason for the landscaping amount. Now that the final two tracts of green space/common ground were deeded to HOA, the amount of legal fees and title search are needed to make sure that the common property is free and clear of all liens.
- Jim reported that except for the services of Pro Chem for weed control, etc. all of the landscaping this year was completed by HOA volunteers.

ELECTION OF 2010 OFFICERS

- Prior to this meeting, April Kingsbury reported that she would not be serving as Vice President for the next year. Cathy Hooper, President, Wanda Land, Secretary, and Jim Carmichael, Treasurer, had agreed to serve again.
- President Cathy Hooper reported that the HOA is required to have officers as the HOA has green space/common ground. There are common ground property taxes to pay and common grounds to maintain.
 - Princeton does not wish to become one of those unkempt communities who have issues with property values, appearance, and even crime. The PHOA officers have helped to prevent this and our property owners support this by volunteering their time and services as well as keeping their property standard high and in compliance with the covenants and by-laws.
 - Even if a management company is hired to deal with the covenant/by-law violations, the collection of the yearly HOA fee, to send notices, assess fines and place liens, the HOA must have an officer group.

- It is much more cost effective to run our HOA with our own volunteer officers who will take on these duties.
- Cathy Hooper asked for volunteers to run for office. Bob Byrd agreed to run for Vice President. With no other volunteers, the 2010 PHOA ballot was complete (See attached).
- In Princeton, there are 127 parcels of which 11 are vacant lots. Of the 116 occupied homes, there are currently 13* outstanding liens. Ineligible to vote are the 2 builder owned rentals, 1 bank owned house, 5 other properties with liens currently not satisfied. This makes 108 eligible for voting. To comply with the bylaws, 55% of those eligible to vote would make the number 60.
 - Those in attendance and those holding proxies (32 total) voted.
- As the quorum of 55% of homeowners was not present, ballots will have to be mailed to those that not in attendance.

OLD BUSINESS

- The No Outlet sign is in place making this item complete.
- The community No Soliciting sign will not be put in place. If enforced, it would restrict all solicitation including schools and civic organizations. For those property owners who wish no solicitation on their property, it is recommended a small No Solicitation sign be placed by them on their front door. This item is now complete.
- There has been no interest from homeowners about attending the required meetings in order to set up a Neighborhood Watch program. If the HOA membership expresses a request to revisit this issue, a committee may be organized to do so. At this time this issue is closed.
- The final two tracts of green space/common ground were deeded to HOA in 2009. This item is complete.

NEW BUSINESS

- Again, as the quorum of 55% of homeowners was not present, ballots will have to be mailed to those that are not in attendance.
- Application for the green space to be added to the HOA Trust for a reduction in yearly property taxes will be made after January 1, 2010.
- A title search on the 3 tracts of green space will be done to insure there are no liens or issues with a clear title.
- The PHOA will continue to maintain and improve the appearance of the green space.

With no further business, the meeting was adjourned at 9:00 PM.

Wanda Land
4374 Old Wyndoham Court
Gainesville, GA 30506
(770) 532-4307

PRINCETON HOMEOWNERS' ASSOCIATION

November 16, 2009 Agenda

- A. Call to Order—Cathy Hooper**
- B. Proof of meeting notice: Community Bulletin Board, E-mail, and/or newsletter**
- C. Reading of Minutes—Wanda Land: 11/17/08**
- D. Treasurer's Report**
 - a. 2009 Finances**
 - b. 2010 Budget**
- E. Nomination of & Election of 2010 Officers**
- F. Voting**
- G. Unfinished Business—Cathy Hooper**
 - a. Deed to Common Ground**
 - b. No Outlet sign in place**
 - c. Interest in Neighborhood Watch Program**
- H. New Business**

PRINCETON HOMEOWNERS' ASSOCIATION

Please vote for your 2010 homeowners' association officers. You may check Yes or No for the person nominated or you can also write in another name. Please complete your name, signature, and address below. Thank you.

President	Cathy Hooper	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Vice President	Bob byrd	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Secretary	Wanda Land	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Treasurer	Jim Carmichael	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Approval of 2010 Budget		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Homeowner Name(s): _____
Please Print

Homeowner Signature: _____

Address: _____

E-mail: _____ **Contact Phone:** _____

Please volunteer for any of the following committees. Check all that apply for you. You will be contacted at a later date for duties.

Financial _____
Social _____
Architectural _____
Election _____
Landscaping _____
Other _____

November 16, 2009

Below is the proposed 2010 budget outline with an explanation for each area.

\$1,500.00	Taxes	Estimate for the taxes on the acreage owned by the HOA membership.
\$40.00	Incorporation Fee	Estimate of the fee charged by the State of Georgia to be a registered Corporation.
\$3,000.00*	Landscaping, Grounds Maintenance, Improvements & Signage	Estimate for items such as but not limited to weed control both grass and planting beds, grass cutting, edging, replacing plants, sod, bedding covers in all common areas, adding or replacing signs.
\$2,000.00	Legal Fees	Estimate for such items as but not limited to attorney fees. The attorney fees run about \$200 an hour. This would cover about 10 hours of attorney work which includes consulting.
\$1,500.00	Title Search	Estimate for a onetime charge. The HOA owned green space/common grounds did not include a title search when the property was deeded from the developer to the HOA. Until a title search is done the HOA cannot be sure the property is clear of any liens or other issues.
\$30.00	Covenant Trust	Estimate of County fee to place the last remain tracts of HOA owned property into the Trust. If the county allows this could reduce the tax liability to the HOA membership. This property was not deeded to the HOA membership until January 2009. Because of this the property will not be eligible to be placed into a Trust until 2010.
\$500.00	Miscellaneous	Estimate of items such as but not limited to certified letters, lien filings and removals.
\$100.00	CPA	Estimate for CPA to prepare tax return as required.
\$500.00	Web	Estimate for the web fee and maintenance of the site.
\$45.00	Post Office Box	Estimate of the rental of the HOA Post Office box for one year.
\$1,500.00	Supplies	Estimate for items such as but not limited to office supplies, copies of newsletters, stamps, envelopes and other items used in routine business.
\$750.00	Insurance for HOA	Liability insurance to cover the HOA owned properties and officers.
\$300.00	Murrayville Community Center	Estimate of rental fees for HOA meetings as needed.
\$11,765.00	Total	
\$8,000.00	Reserve Balance	Balance to be kept on hand in HOA account for unexpected issues.
*Plus the unused portion of the landscaping/signage budget from 2009 in the event volunteers are not available to assist with landscaping needs.		