

## **PRINCETON HOMEOWNERS' ASSOCIATION, INC**

Minutes of November 6, 2023, 7:00 PM

Northlake Baptist Church – 4823 Thompson Bridge Road, Gainesville, GA - Cathy Hooper, Presiding

**CALL TO ORDER:** The meeting of the Princeton Homeowners' Association was called to order at 7:05 PM on November 6, 2023, by Cathy Hooper, President.

**PROOF OF MEETING:** Proof of meeting notices were communicated in the Fall newsletter issued October 1, 2023, posted on the HOA website of princetonsubdivision.com under news, on the Princeton Subdivision Facebook page, with a meeting sign on the exit side of the of the subdivision, post card reminders, and reminder emails with meeting documents attached.

**ATTENDANCE:** Of the 121 eligible voting properties, 28 homes were represented. The 55% quorum was not present as required within the bylaws of the Association. All voting matters are to be offered by email/mail as directed by the bylaws.

**MINUTES:** The minutes from November 3, 2022, were available to each member. A first and second motion was made for the minutes to be accepted as presented. Due to the lack of the required 55% quorum, the vote was tabled and to be voted by email/mail.

### **OFFICERS' REPORTS:**

- Officers in attendance were President, Cathy Hooper; Vice President, Carol Blackburn; Secretary, Kevin Hooper; and Treasurer, Joe Ottilo.
- President, Cathy Hooper updated the membership of the completion of the entrance sign project. It was completed on time and under budget as detailed in the spring 2023 newsletter. The stonework on the column/sign areas continue to be an issue as was noted during the 2022 annual meeting report. The synthetic stones continue to fail. The failure number was less this year than the previous year. They were reattached by volunteers using a recommended product for small areas rather than retaining the services of a mason. The reattachment needs will continue and are included in the landscaping/fence maintenance of the 2024 proposed budget. At some point the entire columns will need to be addressed due to the continuous failure.
- Treasurer, Joe Ottilo presented the financial report and proposed budget, both had been provided to the membership prior to the meeting. No questions were presented. Due to the lack of the required 55% quorum, the vote is to be completed by email/mail.
- It was shared with the membership the continued need to address covenant issues such as lawn care by cutting and edging; proper storage of boats, campers, travel trailers, and utility trailers; on-street parking; mailbox conformity; keeping sidewalks clear; removing the grime from the siding of the home; and keeping the property clean and presentable. Additionally, this continued to be communicated in the quarterly newsletters. It was relayed to those in attendance that this is taxing, time-consuming, a drain on the officers and the Association budget. This should not be necessary, as the covenants are available for all to follow. Each attendee was reminded by purchasing into a covenant protected community they had agreed to abide with the covenants.

### **ELECTION OF 2024 OFFICERS:**

- Prior to this meeting, the 2023 Board members stated they would not be able to serve in 2024. This was communicated in the summer, fall newsletters, and a request for volunteers was made. The nomination and election of 2024 Officers was moved to occur after the new business discussion of a management company. The members in attendance agreed this would be more beneficial.

### **OLD BUSINESS:**

No old unfinished business.

**NEW BUSINESS:**

- Details of the investigation into a management company were presented without bias. One bid was in hand from NCM Management. Two additional bids to follow. The budget approval process is tied to the approval or decline of a management company. A budget of \$28,000 attached to a yes vote would increase the annual assessment to \$250. A budget of \$15,400 is attached to a no vote and would allow the annual assessment to remain at \$100. The floor was open for discussion. Pros and cons were openly discussed giving everyone an opportunity to speak. The below-listed officer candidates stated they would serve with or without a management company in place. The topic remained on the ballot giving the community an opportunity to cast their vote.

**Continued ELECTION OF 2024 OFFICERS:**

- Cathy Hooper opened the floor for the nomination for 2024 HOA officers. The following volunteered to serve as officers for 2024: Secretary: Mitchell Buffington; Vice-President: Karen Schlawin; Treasurer: Cheryl Chabot; President: Dean Broeker. Due to the lack of the required 55% quorum of homeowners present, the vote was tabled and to be presented by email/mail.

**Continued NEW BUSINESS:**

- Information presented to make a bylaw change regarding the interest rate changed on outstanding balances from yearend prime plus two to a flat rate of 10%. The reason for the change is simplification of the interest rate calculation. The floor was open for discussion. Due to the lack of the required 55% quorum of homeowners present, the vote was tabled and to be presented by email/mail.
- The Association will continue to maintain and improve the appearance of the green space, fence, and signage, as well as support the covenants and bylaws working within the appropriate budget.

The floor was open to additional questions and comments.

Without a quorum of 55% of homeowners present, the ballot containing the approval of the officer slate, the 2022 minutes, bylaws change as to interest rate pricing, the approval or decline of a management company, and the appropriate budget depending on the services provided which includes the setting of the 2024 annual assessment received a first and second to vote via emailed/mailed.

With no further business, all items appropriately presented, granted a first and a second, the adjournment of the meeting made at 7:55 PM.

Kevin Hooper, 2023 Secretary

After the November 6, 2023, Annual Princeton Homeowners' Association meeting and at the close of voting on November 30, 2023, the voting process was concluded in accordance with the bylaws of the Princeton Homeowners' Association. The 55% vote was exceeded with a 66.55% participation. The vote of the 2024 annual budget, minutes, election of the officers, and the change in the bylaws to set the interest rate at 10% on delinquent assessments and filed covenant violations passed. The addition of a management did not pass. The 2024 budget will be set at \$15,400 with the annual assessment set at \$100. The incoming 2024 Princeton Homeowners' Association Officer Board: President – Dean Broeker; Vice-President – Karen Schlawin; Secretary – Mitchell Buffington; Treasurer – Cheryl Chabot.

Signed and sealed this 1<sup>st</sup> day of December 2023.

Kevin Hooper, 2023 Secretary  
Princeton Homeowners' Association, Inc.