

Meeting called to order

1. Introductions of Board members: Ricardo Stewart President; Members at Large: Avis Woods, Linda Grant, and Dan Grant; Heritage Account Manager Matthew Urbanek; Homeowners present introduced themselves

2. Review:

- a. **Landscaping**- Email comments, concerns to landscape.parktrail@gmail.com
Requested help from community: If any concerns, take photos and send to above email. We have had many issues with current landscaping company. So much so that we have discontinued our account with BrightView and will be working with a new landscaping firm, Redline going forward. We have expressed our expectations. There may be a small gap in service as our term with Brightview ends and Redline begins.

- b. **Fencing** and other common area maintenance

Bruce Leung was introduced and that he was a volunteer. Monthly he would inspect our fencing and send in a report. The Board also pointed out that Bruce had grabbed his hammer and nails and performed some repairs. The fencing at the front of the complex is coming to the end of its life cycle. It was installed when the subdivision first went up over 10 years ago. We are budgeting for some replacement fencing in 2022 and beyond.

The board spoke of the new fencing that went up in 2020 on Mimosa and at the back of the complex to reduce the cut through at pedestrian traffic. We are in the process of working to complete this process in the back of the complex.

- c. **Parking** on streets - Reminder that we need to be mindful of our neighbors and surroundings when having an event or when we need to park in the street. There has been a problem with street parking blocking neighbors from entering or leaving their drives. Street parking is tolerated as a short term need. We have an agreement that our guests can park in the Autozone parking lot. **Note:** Our covenants and Bylaws do have sections related to parking in the complex.
- d. **Cleaning** up after pets - There are 4 doggie bag stations throughout complex. Leaving pet waste is stinky, an eye sore, and invites pest.
- e. **Neighborhood Watch** - Email concerns to safety.parktrail@gmail.com . The board shared that they have been monitoring the mail box and had only one note come in year to date. If you see anything that is amiss send a message. We want to keep our area safe. The board pointed out that we need a lead and asked Aki to share what she had done in the past as a lead. She explained setting up block captains to help and the relationships she had made with Cobb County. Many Thanks to Aki for her efforts.
- f. **2021-2022 budget** – Income and expenses handouts were given to all homeowners present. The board explained our income, expenses, and reserves. Ricardo did a high level walk through of the Income sheet and Expense sheet. He explained how fines for delinquent dues are automated. These fines are compounded and the fines can easily snowball with the automated process.

3. **Request for volunteers** to fill lead committee positions for the HOA - Ricardo explained the need and roles the committee plays to the HOA. There was some question and answer with the homeowners related to the duties. The detention pond was used as an example. Duties included monitoring, taking photographs to show any issues, and working with the Board regarding the clearing / mowing maintenance that takes place twice a year. Ricardo emphasized that he would transition to the volunteers and be there to answer their questions for as long as needed.

Special Thanks to our volunteers

- Landscaping- Ricardo Stewart will continue to lead this effort
- Neighborhood Watch - Aki Bowser
- Irrigation – Ricardo Stewart
- Detention Pond – Lisa Jones
- Fence – Bruce Leung
- Website – Dan Grant

4. Vote in 2022 HOA Board

A. Introduction of 2022 Board Candidates / position – We did not have any formal candidates at the start of the meeting. There was discussion on the importance of having a board and the problems associated if we did not. Some of those problems included the State stepping in and the impacts to our HOA fees as well as homeowner needs. Another impact would be the dissolution of the HOA. Impacts would include the lack of standards on each household and how it will negatively affect the our home value. There was a general consensus that no one wanted to lose money on their investment.

We did have discussion as to what were the duties of the positions. It was made known that we had documentation that stated what each officer holder did. We had former board members and Members at Large present who shared their experiences and the time commitment their positions needed. Matthew from Heritage also let residents know that Heritage does offer courses related to board positions. Chelsa shared her experiences taking some courses and the ease of doing so.

Jonathan put forth the suggestion from the floor to put a short paragraph for each position on the website. **Great suggestion Jonathan!** Following up on the suggestion, the below paragraphs come from the HOA Bylaws and will be posted on our Website.

Bylaws Section 5.3 through 5.6

President. The President shall be the chief executive officer of the Association, and shall preside at all meetings of the Members and of the Board of Directors. The President shall manage, supervise and control all of the business and affairs of the Association, and shall have all of the powers and duties which are incident to the office of the president of a corporation organized under the Georgia Nonprofit Corporation Code.

Vice President. The Vice President shall perform the duties of the President whenever the President shall be absent or unable to perform such duties. If neither the President nor the Vice President shall be able to perform such duties, the Board of Directors shall appoint one of their members to act in the place of the President on an interim basis.

The Vice President shall also perform such other duties as the President may delegate to him from time to time.

Secretary. The Secretary (a) shall attend all meetings of the Members and of the Board of Directors and shall keep the minutes thereof, (b) shall be responsible for the preparation and giving of all notices which are required to be given by the Declaration and these Bylaws, (c) shall perform the responsibilities of the Secretary under Section 42 of these Bylaws, (d) shall be the custodian of the books and records of the Association, (e) shall keep a register of the addresses of each Member of the Association, and (f) shall perform such other duties as are incident to the office of the secretary of a corporation organized under the Georgia Nonprofit Corporation Code.

Treasurer. The Treasurer shall be charged with the management of the financial affairs of the Association, and shall keep full and accurate financial records and books of account showing all receipts and disbursements and of the Association, and shall prepare all required financial data. The Treasurer shall also perform all of the duties which are incident to the office of the treasurer of a corporation organized under the Georgia Nonprofit Corporation Code.

B. Nominations for 2022 candidates from the floor

- ❖ Pamela Latham was nominated and seconded for the position of Treasurer
- ❖ Jonathan Terry was nominated and seconded for the position of Vice President
- ❖ Ricardo Stewart was nominated and seconded for the position of President

C. Formal vote – In accordance with the Bylaws a quorum is required for the vote to be official. A quorum is 20% or more of homeowners. Our community of 77 homes needed to have a total of 16 homeowners including proxies to meet the requirements. We had 14 homeowners and 3 proxies.

- Pamela Latham (Treasure) – 17 yes 0 no
- JonathanTerry (Vice President) – 17 yes 0 no
- Ricardo Stewart (President) – 17 yes 0 no

Congratulations to our 2022 HOA Board Members.

Welcome to our 2022 Members at Large

- Avis Woods
- Bruce Leung
- Aja Bowser
- Aki Bowser
- Lisa Jones
- Linda Grant (acting Secretary)

5. **Christmas Decorating Contest** for homeowners announced. Judging on December 19th, Winners announced on the 21st. 1st prize \$200, 2nd \$100, 3rd \$50. Judges were requested. Thanks to our volunteer judges Avis, Aja, Aki, and Lisa. We are looking forward to the holiday season.

6. **Drawing of the \$50 raffle** winner. Congratulation to Lisa Jones

7. Meeting adjourned