

Hickory Lake Estates Owners Association, Inc.
Board of Directors Meeting – Providence West Community Center
August 30, 2004

Minutes

Call to Order: The meeting was called to order by Nicole Williams, president at 7:05 p.m.

- **Verify Quorum** - It was verified that a quorum was present – Nicole Williams, Leonard Jordan, Simon Robinson and Galyn Carlson were in attendance. McNeil Management was also present.
- **Confirmation of Proper Meeting Notice** – It was confirmed that timely notice occurred as signs were posted at least 48 hours in advance of the meeting.
- **Approval of Minutes** – Nicole Williams read the minutes from the previous board meeting. Leonard Jordan moved to accept the minutes as read with the exception of changing the time of the next meeting. Nicole Williams seconded. Unanimous vote. Motion carried.

Financials: Financials were reviewed by McNeil Management.

- The account balances at July 31, 2004 were \$30,867.00 including certificates of deposit.
- Income for the month was \$12,861.57 and expenses for the month were \$6,736.39.
- The year-to-date variance is a negative \$4,180.30. The report is filed for audit.
- Delinquencies were reviewed. Nicole Williams moved to reimburse owners with a \$5.00 credit balance or greater and write-off the smaller amounts. Leonard Jordan seconded. Unanimous vote. Motion passed.
- Leonard Jordan moved to send certified letters to delinquent owners with the exception of Unit 1022. Nicole Williams seconded. Unanimous vote. Motion carried.

Unfinished Business

- Wall damage has been repaired. Painting bids being accepted. Insurance will reimburse both.
- Galyn Carlson reported she has received an official verbal approval from the county and will schedule a walk through with The Sprinkler Dr.

New Business

- Reviewed notices report. Leonard Jordan moved to turn owner on Briana over to fining committee and stop the lawsuit. Simon Robinson seconded. Unanimous vote. Motion carried.
- Reviewed architectural alterations report. Leonard Jordan moved to have management send a letter to owner on Briana requesting time frame for compliance to install a fence and require a 10-day response. Nicole Williams seconded. Unanimous vote. Motion carried.
- Committees were created and volunteers accepted at last few board meetings. Nicole Williams read the list of committees, the chairpersons for each committee and the volunteers wishing to serve.
- Marquee sign proposals have been requested and will be forwarded to the board as they are available.
- Management requested the Board and committees begin thinking about projects for 2005. Ideas and costs will be presented at the next board meeting.

Adjournment

- Galyn Carlson moved to adjourn the meeting at 8:25 p.m. Simon Robinson seconded. Unanimous vote; meeting adjourned. The next board meeting will be held on September 27, 2004 at 7:00 p.m.
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Secretary

Date Approved