

Hickory Lake Estates Owners Association, Inc.
Board of Directors Meeting – Providence West Community Center
November 29, 2004

Minutes

Call to Order: The meeting was called to order by Nicole Williams, president at 7:20 p.m.

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

Financials: Financials were reviewed by McNeil Management.

- The account balances at October 31, 2004 were \$21,596.00 including certificates of deposit.
- Interest income for the month was \$23.72 and expenses for the month were \$5,479.61.
- The year-to-date variance is a negative \$6,736.30. The report is filed for audit.
- Delinquencies were reviewed.

Unfinished Business

- Tom Hayden completed painting the exterior wall and a copy was faxed to the insurance company. Management requested a check be cut in 2004 from the insurance company.
- Nicole Williams moved to table discussion of the county low flow irrigation grant since Galyn Carlson is not in attendance to discuss. Peter Parsons second. Unanimous vote. Motion carried.
- Creative Mailbox received authority to construct the two marquee signs in mid-November. Management will continue to check with them regarding time frame for installation.
- The board requested the architectural committee come up with suggestions for perimeter wall upgrades. Management will email the committee chair regarding this request.
- The yard sale banner was discussed. Management was requested to rely on sign company for details and particulars regarding sign creation. Signs should fit in center island turned diagonally. Ensure Hickory Lake Estates is on banner and utilize a coated canvas. Canvas should be just off the ground.

New Business

- Reviewed notices report. Management was requested to send letters to vehicles blocking sidewalk.
- Reviewed architectural alterations report. Board approved 106 Rosana regarding landscape removal.
- Landscape specifications were approved. Management will solicit proposals. U.S. Lawn will receive notice effective January 31, 2005.
- The annual member meeting was discussed. In lieu of a nominating committee, the board elected to send an additional mailing requesting nominees' biographies to include in the member mailing. The meeting is tentatively scheduled for February 24, 2005.
- Legal invoices were reviewed and discussed. Nicole Williams moved to pay the invoices incurred on behalf of the board as well as individual homeowners. Peter Parsons second. Vote is 2 in favor and 1 against. Motion carried.

Adjournment

- Nicole Williams moved to adjourn the meeting at 8:35 p.m. Leonard Jordan second. Unanimous vote; meeting adjourned. The next board meeting will be held on January 6, 2005, at 7:00 p.m.

Secretary

Date Approved