

Hollymead Citizens Association
Board of Directors Meeting
June 8th, 2009
7:30 p.m. – 9:30 p.m.
Silver Thatch Inn

Approved Minutes

Board Members Present

Charlie Smith (President)
Nancy Zingrone (Secretary)
Jeff Boutet
Tracy Byam
Anna Freshwater
Stephanie Johnson

Trish Cuthbert (Treasurer)

1. Approval of June 8th Agenda

No objections were raised and the agenda was approved.

2. Approval of Previous Minutes

No objections were raised to the minutes of the Special Meeting on April 23rd and the minutes were approved. The May 11th minutes were approved with amendments.

3. Comments from the HCA Membership

No HCA Members were in attendance.

4. Treasurer's Report

Trish Cuthbert presented the HCA Profit & Loss, Balance Sheet and AR Aging Summary. She drew the Board's attention to the fact that 83 "outside" pool memberships had been received. She also noted that income from dues was down overall but payments of past due balances were up, due to recent collection efforts. Charlie Smith asked about the attorney's progress in collection efforts and led a discussion of the various legal steps available to the HCA if past due balances were not paid after receipt of collection letters.

5. Reports from the Standing Committees

a. Pool Operations

Jim Bone was not present at the meeting but Stephanie Johnson presented his brief report to the Board. She led a discussion on the problems of cleaning up after parties and the handling of complaints, and also updated Jim's report on chairs and umbrellas for the pool area. The Board also discussed the proper procedures for receipt of guest fees and the transmittal of the funds to Trish for deposit. It was decided that a two-part numbered NCR form would be printed to use as sign in sheet for the receipt of guest fees, so that the original could be transmitted to Trish with the guest fee funds, and the copy could be retained by the Pool Manager. Membership IDs and the procedures for managing swimming lessons to be offered by the Life Guards were also discussed.

Charlie Smith brought up the possibility of allowing the Albemarle Rescue Squad to use the deep end of the pool for underwater training. After discussion, Stephanie Johnson moved that during the 2009 Hollymead Pool Season, the Albemarle Rescue Squad would be allowed to use the deep end of the pool for training purposes, if and when the pool was not otherwise in use, with scheduling to be done with the Pool Manager. Tracy Byam seconded the motion. It passed unanimously.

b. Finance

Trish Cuthbert noted that one of the HCA's CDs was rolled over with a significant drop in interest rate. The Finance Committee was given the charge of shopping around for a better rate.

c. Trash

No report was given.

d. Neighborhood Liaison

No reported was given.

e. Townhome Liaison

No report was given.

f. Neighborhood Watch

No report was given.

g. Communications

Nancy Zingrone described what she had already received for the June newsletter. She led a discussion on the wording for the article on past due collection efforts.

h. Design Review

No report was given.

i. Landscaping & Grounds

Anna Freshwater described a plan for removing pine trees and beautifying the front entrance to the Hollymead neighborhood. She also reviewed plans for removing dying trees and shrubs from the pool area and setting up a multi-year plan for landscaping enhancement in the pool area. After discussion of ideas for these improvements, Anna agreed to bring to the July Board Meeting a formal plan and quote from the landscape designer with whom she had been working.

j. Nominating Committee Report

No report was given.

k. Recreation Committee

Jeff Boutet reported on the first meeting of the Recreation Committee and their preliminary decisions on three projects: the Lake Trail project, the Playground project, and the Community Room project.

On the Lake Trail project, Jeff led a discussion on the cost of the project, the cost of a possible bridge across Powell Creek, on Forest Lake Citizens Association's interest in sharing the cost of the bridge, of the possibility of doing a stepping stone cross-over instead of a wooden bridge, on efforts to clear the current trail, on its location along the lake front, and the probable cost of completing the trail. Text for the newsletter on the project was reviewed and approved.

After lengthy discussion, Stephanie Johnson moved that \$7,000 be taken from Path Reserves to create a trail around the Hollymead side of Lake Hollymead to connect to the existing Forest Lake Trail. Jeff Boutet seconded. The motion passed unanimously.

On the Community Room project, Jeff noted that details would be brought to the November 2009 budget meeting with the intention of setting up a line item in the 2010 budget for the project.

On the Playground project, Jeff led a discussion of the plan to expand the existing tot lot by adding in a playground for kids between the ages of 5 and 12 with the addition of new play equipment, and a picnic table and barbecue grill. Landscaping to separate the tot lot from the new lot and the picnic area was also discussed. Catalogs from play equipment vendors were circulated so that the specific pieces of equipment chosen by the committee could be reviewed.

After a lengthy discussion, Jeff Boutet moved to install a new playground system using the Recreation Committee's recommendations on vendor, type of equipment, and layout at the estimated cost of \$33,000, the money to be taken from unallocated reserves. Tracy Byam seconded. The motion carried unanimously.

6. Old Business

a. Lake Trail

No new discussion occurred.

b. Pond Maintenance

No report was given.

7. New Business

No new business was raised.

8. Next Meeting Date: Wednesday, July 22nd, 7:00 p.m.

10. Meeting was adjourned.

With no objections, the meeting was adjourned.