

CHATTAHOOCHEE LANDING
BOARD OF DIRECTORS
NOVEMBER 18, 2007 MEETING
EXECUTIVE SESSION

Board Members Present:
Brittany Vincente, President
David Suddoth, Treasurer

Board Members Absent:
Mracella Dew, Secretary/ACC

Quorum: Yes

Brittany motioned to open the meeting. She noted that in spite of repeated attempts to try to reach Marcella for over a week there had been no response. Normally the meeting would have been cancelled if all board members had not been present but there were some serious issues that needed addressed and were time sensitive.

The meeting minutes of the last meeting were approved.

One of the time sensitive issues was that the attorney needed an answer on whether he would be on retainer for the coming year. He needed this answer by the end of November. After meeting with Mr. Lueder on November 5, 2007 the board decided to hire him as the HOA attorney. He had two options a retainer option and a non-retainer option. The Board discussed that the retainer option proved more advantageous because it allowed for unlimited telephone consultation, one meeting with the board per year, and discounted fees for any other needed work. In addition, most collections costs were not billed up front but just attached to the residents bill who owed dues. The board voted to put the Lueder Law Firm on retainer for the remainder of 2007 to be prorated and for all of 2008.

The board discussed the needed retention pond #2 cleanout. Mr. Lueder had approved the pond cleanout since it benefits the entire neighborhood and since an easement already existed in this area. He said that if we would like we could get the homeowners to sign a release just in case any other portion of their property would get damaged in the cleanout. The board approved getting the pond cleaned out and agreed to get estimates and take the lowest estimate provided by a legitimate company.

The board voted to join the United Gwinnett Community Alliance for the remainder of 2007 & 2008. The fees are \$1.00 per house but Brittany Vincente had already paid \$25 for some board training. That amount was deducted from the total and brought the cost down to \$96.00.

Brittany Vincente discussed that she would still like to see the light be replaced at the front entrance before it burned out. David thought that the board should wait until the

next time it needed replaced. It was agreed that the Board would look into some maintenance for the front entrance sign and provide the results of that research at the next board meeting.

Moving forward with the Christmas Parade was approved. It was decided that the Teen Committee would come up with the budget to teach proper money management skills and the Board would approve and provide guidance to them.

The President updated the Treasurer on the status of the request made by Jan Stevens. The Board determined that all records required would be provided to her by December 10, 2007 so that there was time to prepare all the documents for her review. Mr. Lueder had stated that our bylaws and covenants were extremely vague on the meeting of “books and records”. For that reason he said that the rules would revert back to Georgia nonprofit code which stated that ‘accounting records’ were required to be provided to residents. He stated that accounting records means monthly reports, tax returns, and audits. He recommended only giving the monthly financials to these residents. The President noted that there are very strict collections laws that must be followed that do not allow collections information to be released to the general public unless the covenants and bylaws state otherwise. For the protection of our residents and for the risk of liability – only the financial statements would be provided for review.

The Treasurer stated that he was working on financial statements and beginning to work on a new budget for the next year.

Brittany Vincente motioned to adjourn. David seconded. Motion carried.