



Homeowners Association, Inc. • 2035 Harperfield Terrace • Bogart, GA 30622

Annual Meeting Minutes	
<u>Date:</u>	Thursday, April 23, 2018 – 6:30pm
<u>Location:</u>	Harperfield Pool Deck
<u>Board Member Attendance:</u>	Kayla Hoorelbeke (President) Tara Adkission (Treasurer) Meg Griffith (Secretary) Brian Prell
<u>Homeowner Attendance:</u>	13 in physical attendance 8 in attendance via designated proxy
<u>Quorum:</u>	21 total towards quorum = 50% participation rate
<u>Note Taker:</u>	Meg Griffith

Agenda Items

- I. Call to Order: Meeting commenced at 6:38 pm with the collection of attendance. A quorum was met.
 - a. Proposal to hold meetings on Sunday evenings going forward
- II. Introduced new members of the neighborhood association
- III. Board presented the budget for 2019 and reviewed the 2018 budget
 - a. Discussed that there were items that we planned (pressure washing, pool furniture, etc.) and a few items that we were not planned (fecal incidents, HVAC issues, etc.) that the budget had to cover in 2018 (see Budget document for more detail)
 - b. Dues have not increased
- IV. Announced Board Members, Terms, & Roles for 2019:
 - a. Board presented the 2019 Homeowners Association Board Members and roles for 2019
 - b. Danny Gamache will be added to the board and Meg Griffith will be resigning with the move of the Griffith Family
 - c. Kayla Hoorelbeke and Tara Adkisson were up for renewal as board members. They received nominations to continue on the board and they accepted their nominations.
- V. 2018 Pool Committee:
 - a. This committee keeps the facilities clean and ensures that trash is taken out each week. We will try to restructure in 2019 to have specific assignments on regular intervals.
 - b. Pool Committee:
 - i. Tom Sangster
 - ii. Hannah Johnson
 - iii. Jenny Ferguson
 - iv. Tara Adkisson
 - c. 1-2 more volunteers are needed; please notify the Harperfield HOA if you're willing to help
- VI. Pool waivers & Directory Forms were provided to specific homeowners
 - a. Neighborhood Directory forms are located on the Harperfield HOA website:
www.harperfield.com/info/documents/

- VII. Reviewed the pool policies regarding pool parties, pool rules, architectural approval, etc.
 - a. Reminder that any and all changes to exterior of house (including paint color, front/back porches, etc.) must be approved by ARC; additions of pergolas, pavilions, sheds, etc. also must go through ARC approval process
- VIII. Updates on common area / pool area maintenance projects for 2019
 - a. Replacement of a ceiling fan blade in the pool pavilion
 - b. Possible landscape rock placement at front entrance to prevent mulch washout
 - c. Painting the Pool House
 - i. Received quotes from 4 companies for painting the outside of the building, gutters, ceiling maintenance, and inside the bathrooms
 - ii. Decided to go with Dan VanNus for \$4,680K to complete the job
 - iii. Put to a vote how to pay for this painting:
 - 1. Assessment of \$75/house; \$1,500 from Harperfield cash on hand
 - 2. Assessment of \$110/house; nothing from Harperfield cash on hand
 - iv. DECISION: We will be moving forward with the first option to have a \$75 assessment and the remainder coming from the cash on hand with the assessment due on July 1.
 - v. Looking to have painting complete by May 15th (before school lets out)
 - vi. Accepting suggestions for paint color, send via email by May 1st. Board & ARC members will vote on final color selections.
- IX. Meeting adjourned at 7:30pm.

Additional Items & Next Steps

A Special Assessment was approved by the homeowners to paint the pool house. Each homeowner will provide \$75.00 to the treasurer by July 1, 2019.

Next Meeting Date:

TBD – notification will be sent out when next meeting is scheduled