

**Homestead Homeowners' Association Board of Directors**  
**April 9, 2012 Minutes**

- I. The regularly scheduled board meeting was held April 9, 2012, at The Homestead clubhouse. The following board members were in attendance:

|              |                      |
|--------------|----------------------|
| Ty Albright  | Premier Communities: |
| Rusty NejdI  | Caroline Guerra      |
| David Gatz   | Karen Rayl Bassham   |
| Ed Skelton   |                      |
| Noureen Khan |                      |
- II. The agenda was presented, quorum was established and the meeting was called to order by President Ty Albright at 7:05 p.m.
- III. Ty Albright moved to approve minutes from the February 20, 2012, board meeting and Ed Skelton seconded. Board approved unanimously. Karen Rayl Bassham, HOA Administrator, was appointed scribe for this meeting.
- IV. No homeowners were present at the meeting for the open comment session.
- V. Ty stated he had received good feedback about the board's actions from residents at the March 26<sup>th</sup> Annual Meeting, which had good attendance and met quorum requirements. Other Board members reported similar compliments from homeowners expressing the opinion that the current board has done an excellent job.
- VI. The board considered what positions the new board members would take and it was unanimously voted that all positions would remain the same. The officer roster for 2012-2013 is:
  - A. Ty Albright, President
  - B. Rusty NejdI, Secretary
  - C. Ed Skelton, Treasurer
  - D. David Gatz, Director
  - E. Noureen Khan, Director
- VII. Social Events
  - A. KRB reported that Social Event Coordinators were confirmed:
    - a. Easter Egg Hunt, April 7 - Katie Bangert
    - b. Golf Tournament, May 12 - John Waida
    - c. Pool Opening, May 26 - Steve Kerper
    - d. July 4<sup>th</sup> Parade, July 4<sup>th</sup> - Rusty and Sarah NejdI
    - e. Fall Festival, TBD - Katie Bangert
  - B. The 5<sup>th</sup> grade pool party, which is a barter arrangement with Homestead Elementary for use of their cafeteria for the annual meeting, will take place Thursday, March 31. Sue Waida is organizing and has said she has plenty of resident supervisors and lifeguards. The board wanted to get The Homestead HOA's name on the release forms signed by children's parents so HOA would not be found liable. KRB will notify principal of Homestead Elementary.
  - C. Special group events at the pool, grill and recreation area were discussed for teens, seniors and adults. A possible Teen Movie Night was proposed. KRB will send out an email blast asking for volunteers for a committee to look into this.

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- VIII. Banking: Caroline Guerra provided a form from Bank United, which would serve as authorization for Premier Communities to conduct banking activities for The Homestead. Ty added language that Premier had authorization to open one banking account online. The Board unanimously approved execution of this authorization. The adjusted form was signed by Ty Albright and witnessed by David Gatz.
- IX. Financial Reports: Ty indicated he was satisfied with the reporting format used by Premier for reporting the association's cash flow position – as was required in the management contract.
- X. Audit: Caroline reported that she had executed an "engagement letter" with DeVolt and Company, P.C. to conduct an audit for the HOA, in accordance with the prior authorization granted by the Board.
- XI. Insurance policies:
- A. Policies set up by Ed Skelton were given to Caroline for copying for Premier's records. Caroline recommended the \$1 million umbrella policy be raised to \$3 million due to the pool liability and that a workman compensation policy be added for a nominal cost of approximately \$250.00 annually. Ty moved to have Premier confirm insurance levels and bring it up to the levels recommended as long as the increase in cost does not exceed \$2,000.00. Ed seconded and Board approved unanimously.
  - B. Caroline gave Board a form for acknowledgement of insurance value. Ty modified this document to make reference to the actual schedule of property values contained in the current insurance policy. Ty moved and Rusty seconded for Ty to sign this modified acknowledgement. Such motion was unanimously approved.
- XII. Reserve Fund – Capital Item Repairs
- A. Board reviewed bids for capital item repairs provided by Premier. Rusty moved to approve the bid from Master Mastic for pool deck repairs, which will be higher than the amount budgeted in the Reserve Fund because it provided for an increased scope of work that was recommended by the contractor. Board approved unanimously.
  - B. Ty asked that the bid for painting the arbors and clubhouse be put on hold until Premier can provide bids for painting with the new ceramic coating technology, since this type of paint application is reported to last much longer than traditional paint. Board asked Caroline to share this information via email. These costs will be compared to the bid recommended by Premier for MS Painting. It was moved and unanimously approved that the final proposal and winning bid for painting would be decided by email voting once these final bids were available.
- XIII. Attorneys: Board reviewed information from Red Rock Financial, provided by Premier, regarding lawyer costs, showing comparison of three lawyers, including Suzy Rice, our current attorney. Caroline recommended staying with Suzy Rice. Noureen moved to approve, Ed seconded and Board approved unanimously.
- XIV. Landscaping
- A. Board reviewed/approved invoice (No. 19213) from Southern Botanical (SB) for irrigation repairs in the amount of \$2,968.73.
  - B. Board discussed the estimate of \$5,845.50 for mulch from SB, which exceeded the \$5,500 budgeted amount (recommended by SB) and asked Caroline to get SB to reduce the estimate to the budgeted amount.

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- C. Board requested Caroline to get more information from SB on the ET Controllers and flow sensor bid recently received. Requested an executive summary be provided by Premier providing a second opinion on costs. David Gatz asked Caroline for the subscription price of currently installed ET Controllers.
- D. Board indicated dissatisfaction with the trees near Standridge and on Countryside medians and asked Caroline to have SB do an inventory of all trees and provide a status of all perennial plantings. They should also be asked to address numerous anthills and crab grass in common areas, especially around the clubhouse.

XV. The regular board meeting was adjourned at 8:50 p.m.

DRAFT NOT APPROVED BY BD