



**Agenda for the Annual Meeting of the
Board of Directors of the Ruby Forest Homeowners' Association
May 13, 2023**

- Ballots and proxy forms to be collected beginning at 12:00 pm and continuing through 2:00 pm. A final call for submission of ballots will be made at 2:00 pm. Remaining ballots to be gathered until 2:10 pm.
- The meeting was called to order at 2:15 pm. by Kevin Maguire, President. Notice of the annual meeting and a quorum was confirmed.
- **President's Report** will be presented by Kevin Maguire noting items completed by the Board since the last meeting. A summary highlighting major projects completed in 2022 and year-to-date, work currently in progress, and future development plans will be presented.
- **Treasurer's Report** will be given by Jamey Waters noting current financials and presenting the 2023 Projected Annual Budget. The projected annual budget was mailed to HOA Members in March.
- **Secretary's Report** will be given by Micah Seehorn noting approval and distribution of previous meetings' minutes.
- **Covenant's Report** will be presented by Vice President, Blake King giving an overview of services provided by Atlanta Community Services and a summary of activity.
- **Membership Report** will be presented by Kevin Maguire summarizing the current status of HOA membership.
- Volunteers will be acknowledged, and the Board expresses appreciation for their support and involvement. Volunteers to be solicited for committee positions. The Board recognizes retiring Board member Sabrina Guler for her service to the community.
- With Sabrina Guler retiring, the seven candidates for the seven positions on the 2023-2024 Board of Directors were introduced (in alphabetical order): **Joseph Hinton, Blake King, Kevin Maguire, Cindy Powell, Micah Seehorn, Jamey Waters, and Sally Watson.**
- Votes to be cast to approve the proposed Budget by a show of hands and by proxy. The members of the 2023-2024 Board of Directors and the Budget were confirmed by unanimous approval.
- A call for items of old business to be presented.
- A call for items of new business to be presented.

President's Report

1. Membership packets were mailed by ACS in March/April to all HOA members. The packets contained an invoice for annual membership dues, notice of the annual meeting, along with copies of the 2023 projected budget and proxy form.
2. Current Board Member Sabrina Guler is not seeking re-election for the 2023-2024 term. Nominations were solicited for the 2023-2024 Board of Directors. The candidates are (in alphabetical order): Joseph Hinton, Blake King, Kevin Maguire, Cindy Powell, Micah Seehorn, Jamey Waters, and Sally Watson.
3. Permits have been issued for the 2023 swim season.
4. Annual backflow testing of the clubhouse and pool water lines has been completed as required by the county.
5. The names of high school graduates were submitted for the Ruby Forest Graduation Banner that is displayed at the Clubhouse. Congratulations to all of our Ruby Forest graduates!
6. Pool Management company has been retained for 2023, Aquatic Management. New pool umbrellas have been installed and other pool equipment has been upgraded and maintained. Updates to pool signage as per GNR guidelines.
7. In the early spring, pine straw was installed in the common areas, the seasonal flowers were installed in the front entrance, and a portion of the dam at Lake Ruby has been cleared.
8. Phone and internet systems at the clubhouse have been upgraded to fiber at a cost savings.
9. Bathrooms, roof, and gutters have been renovated or repaired in ongoing clubhouse maintenance.
10. Security camera coverage has been improved to provide better visibility of the parking lot and clubhouse.
11. Hired Aqua Doc to perform a silt survey on Lake Ruby to get better estimate on maintenance costs.
12. Worked with consultant to design Paint and Exterior Improvement Guidelines. Added to website

Treasurer's Report

The HOA account balances as of 05/10/2023 were reported as follows:

Wells Fargo Checking	\$ 26,901.49
Quantum Operating Account	\$ 250,607.66
Quantum Savings Account	<u>\$ 143,554.86</u>
TOTAL ALL ACCOUNTS	\$ 421,064.01

Copies of the 2023/2024 annual budget were mailed to homeowners.

Secretary's Report

Minutes from the 2022-2023 Monthly Meetings have been approved and published. These minutes are archived on the Ruby Forest website at www.rubyforest.net.

Covenants Report

We have been working with Atlanta Community Services (ACS) managing covenants for 9 years. They perform site inspections twice a month April through November and once a month the rest of the year. If you receive a violation letter from ACS and you feel it is in error, PLEASE do not hesitate to act. Promptly contact ACS to discuss the violations. Sometimes a mistake is made and communication is crucial to making the entire process work.

What do I need approval to do?

- Remove trees – YES
- Prune trees – NO
- Paint house or trim or shutters or front door – YES
- Paint house the same color – YES
- Replace the roof – YES
- Replace windows – NO (unless you change color, size, or location of the windows)
- Replace deck – YES
- Extend driveway – YES
- Install fence – YES
- Replace fence – YES
- Replace a garage door – YES

Remember, overnight parking in the street is not permitted per our covenants and bylaws. This is a safety issue and may cause accidents. If a car is parked on the street in front of your property overnight, don't be surprised if you get a violation notice from ACS. If it is causing a traffic issue, Suwanee Police will be notified.

Membership Report

Membership status as of 05/1/2023 was reported as follows:

Permanent Full	313
<u>Permanent Civic</u>	<u>47</u>
Total Members:	360
Total Non-Members:	83

- Annual meeting notice, membership invoices, and homeowner packets were mailed on or around April 1st with payment due by May 1st (2023 Rates: Full Members - \$500, Civic Members - \$140).
- Memberships dues collected to date for 2023: 85% (approximately \$140,000)
- Full membership has increased by 2 households from this time last year and by 16 in the last 5 years.

YOUR HOA DOLLARS AT WORK

PROJECTS COMPLETED OVER THE PAST YEAR:

• CLUBHOUSE

- Over 60 rentals over the past 12 months generated a total net income of over \$11,000.
- Bathrooms remodeled to improve aesthetic and maintain usability for indoor/outdoor events.
- Clubhouse appliance repairs – Refrigerator, Toilets, Faucet, Lighting.
- Flat section of roof has been repaired for water leak.
- Interior damage to wall repaired and repainted.
- Internet and Phone have been upgraded to 300 MBPS Fiber and VOIP with cost savings.
- Exterior spotlights upgraded to higher efficiency LEDs.
- Gutters scheduled to be replaced with soffit repair.

• TENNIS COURTS

- Both top courts and bottom courts were resurfaced in 2022.
- Lights at lower tennis court have been repaired.
- Tennis rules are being updated to reflect current registration procedures.
- Always looking for new players to join the teams.

• POOL

- Miscellaneous maintenance and repairs to Pool Equipment and Surfaces.
- New Signage ordered to maintain GNR compliance. Covid-19 Warnings removed.
- New Lifeguard schedule (12pm-7pm) managed by Aquatic Management Systems.
- Pool rules updated to reflect emphasis on guest comfort and safety.
- Various repairs – Filter, Motors, Pool Light Timer, exterior lighting, etc.

• EVENTS HELD ANNUALLY

- Pool Opening Party
- End of School Ice Cream Social
- 4th of July Pool Party
- End of Summer/Back to School Pizza Party
- Halloween/Fall Festival and Chili Cook-Off
- Christmas Party and Toys for Tots Toy Drive
- Easter Egg Hunt

• GROUNDS

- The common areas were mulched with pine straw and seasonal plants were planted in the spring and fall.
- The dead dogwood tree was replaced at the neighborhood entrance. One more on order.
- Front gazebo repainted. Dead trees and azaleas removed.
- Lake Ruby dam inspected and partially cleared of brush. Increased mowing schedule for dam.
- Chemical contract upgraded.
- Shed now has security camera and interior lighting/outlet. Dedicated breaker.

PROJECTS IN THE PLANNING/DISCUSSION STAGES FOR 2023-2024:

- Pressure washing and painting of the clubhouse exterior.
- Refinishing clubhouse wrap-around porch and replace rotted wood.
- Landscape projects near tennis courts and behind pool.
- Resurfacing main pool deck
- Cyclical Replacement of Pool Furniture
- Upgrading clubhouse carpet to commercial grade flooring with soundproof option.

THANK YOU to the volunteers that have put in many hours supporting the HOA this past year:

- We would like to acknowledge the passing of former board member Jon Sahai for his years of service in the Ruby Forest HOA and the community. Keep his family in your prayers.
- A big Thank You to Sabrina Guler who is leaving the board this year. She helped with Pool, Events, and Renovations.
- Thank you to Curtis Roberts and Jerri Oram for overseeing the tennis related tasks.
- Thanks to Mike and Gina Ringham for taking care of the Coke machine at the pool and keeping it stocked for us.
- A special thank you to the spouses and families of all the Board members for all the work they have done to support the Board.