



**Minutes of the
Meeting of the Board of Directors of the Ruby Forest Homeowners' Association
February 8, 2017**

The meeting of the Board of Directors was called to order at 6:30 p.m. by Rosa Brown, President. Board members present were: Rosa Brown, President; Chris Hartwell, Vice President; Denise Walker, Secretary; Kevin Maguire, Elizabeth Hightower, Eric Wolman, Sally Watson, and Katherine Hanks. Evan Rogers, Treasurer was absent.

President's Report was given by Rosa Brown noting the tasks completed by the Board and work-in-progress since the December meeting as follows:

1. Net rental income from the Clubhouse for the months of December and January was \$595 and \$735 respectively.
2. Christmas decorations were placed and removed in the common area.
3. Light switch was replaced at the upper tennis courts – cost was \$98
4. Researched and collected information for new playground equipment and associated security cameras. Estimated cost of equipment replacement is \$12,000 - \$13,000 with an anticipated spring installation. Will discuss at the March meeting in greater detail.
5. After a review of Suwanee area neighborhoods, an increase of \$25 was approved for the annual HOA dues for full members and \$10 for civic members. This increase represents an annual fee less than most comparable neighborhoods and allows Ruby Forest to continue to maintain and improve the community, and thereby enhance homeowner property values.
6. Discussed bids associated with repairing and resurfacing the upper tennis courts. A vote was held and unanimously approved to contract with Creative Courts to have the work completed for \$5200.
7. Discussed collection solutions for obtaining HOA fines. Rosa Brown will provide board members a link to a 3rd party company that specializes in this area. The discussion was tabled until further review by board members.
8. Eric Wolman is working with the contractor that replaced the clubhouse roof last year to correct issues associated with several leaks.
9. Other community projects discussed:
 - a. Repair / resurface baby pool
 - b. Resurface pool deck

Treasury Report was given by Rosa Brown:

The HOA account balances as of 2/07/2017 were reported as follows:

| | |
|-------------------------------|--------------------------------|
| Wells Fargo Primary/Debit | \$ 1,060.32 |
| Wells Fargo Primary | \$ Combined with Debit |
| Wells Fargo Savings | \$ 26,431.31 (Reserve Account) |
| Operating Account with ACS | \$ 11,794.43 |
| Money Market Account with ACS | <u>\$ 38,687.33</u> |
| TOTAL ALL ACCOUNTS | \$ 77,973.39 |

Secretary Report:

Denise Walker will serve as the Secretary and be responsible for the Board Meeting minutes.

Covenants Report:

- Status of site inspections and violation notices were reviewed

Membership Report was given by Rosa Brown:

Membership status as of 2/08/2017 was reported as follows:

| | |
|------------------------|-----------|
| Permanent Full | 284 |
| <u>Permanent Civic</u> | <u>62</u> |
| Total Members: | 346 |
| Total Non-Members: | 97 |

BUSINESS AGENDA
February 8, 2017

CLUBHOUSE

- FAQ section on the website has been updated.
- Katherine will obtain quotes to have the tiles in the clubhouse re-grouted.
- The clubhouse carpet will not be cleaned until the roof issues have been addressed.
- Garbage duty schedule to be as follows: March – Evan Rogers, April – Rosa Brown.

COMMUNICATIONS

- Updates to the Ruby Forest website are ongoing:
 - Elizabeth Hightower will be working on a more prominent icon for ACS. This will enable realtors, mortgage companies, etc. easier access to information necessary for homeowner closings.
 - Update of photos – new pictures of the clubhouse and playground will be taken in the spring and updated at that time
 - Elizabeth Hightower and Kevin McGuire will be investigating enhancements to our page to keep it relevant and current
 - Archive of monthly minutes - Elizabeth Hightower will perform this task.

COVENANTS

- Status of site inspections and violation notices presented by Eric Wolman
- Review of pending exterior improvement applications discussed
- Discuss and review approval process

EVENTS

- Sally Watson will serve as Social Chairman.
- Pool Opening/HOA board meeting scheduled for May 13th. Chris Hartwell will contact Ed McEachern to discuss opening day celebration details.

GROUNDS

- Pine straw was laid

LAKE

- Maintenance and inspection complete

MEMBERSHIP

- Membership Status as of 01/01/2017:
 - Permanent Full = 284
 - Permanent Civic = 62
 - Total Members = 346
 - Total Non-Members = 97

POOL

- Baby pool to be updated. Rosa Brown and Katherine Hanks will be obtaining quotes. Update to pool deck and furniture on hold until 2017 budget is approved.

TENNIS

- Upper tennis court will be repaired and resurfaced during the off season.

TREASURER

- Financial report was submitted by Rosa Brown
- Dues will be increased \$25 per year for full members and \$10 per year for civic members, to help with projects and to update playground and pool area.

The meeting was adjourned by Rosa Brown at 8:38 p.m.

NEXT MEETING: Board meeting: Wednesday, March 15, 2017 at 6:30pm