



**Minutes of the
Meeting of the Board of Directors of the Ruby Forest Homeowners' Association
August 5, 2015**

The meeting of the Board of Directors was called to order at 6:35 p.m. by Michelle Budd, President. Five members of the Board were present: Michelle Budd, President; Donna Copeletti, Vice President; Rosa Brown, Chris Hartwell, and Steve McClelland. Elizabeth Hightower and Ed McEachern were absent.

One Ruby Forest homeowner, Craig Compton, was in attendance.

The **President's Report** was given by Michelle Budd noting the tasks completed by the Board and work-in-progress since the June meeting as follows:

1. Seasonal flowers were installed at the front entrance. The plants are being watered by Board Members and the Grounds Committee Chairperson.
2. A water hydrant was installed at the front entrance by Greenlee Plumbing for irrigation purposes (\$375).
3. Trivia Night was held on June 13th. The winning team was "The Bulldogs", members: Steve Benton, Gus Copeletti, Ron Miller, and Ashley Wright. Ruby Forest resident Paul Johnson served as the host/MC for the event.
4. Adjustments have been made to the pool gate, repairs have been made to the chlorinator and multi-port, and a preventive algaecide treatment was applied to both pools on June 15, 2015.
5. An algae outbreak occurred on July 23rd and additional algaecide was applied which resolved the condition.
6. The playground was temporarily closed for repairs and those repairs have been completed (climbing pole was reattached to the structure). Options will be discussed for replacement of the spiral slide.
7. Screening has been installed inside the pool area near the air conditioner units.
8. The front entrance sign has been painted.
9. Hornets were reported at the pool and were treated.
10. The Board reviewed three requests for waiver of late fees for payment of membership dues and the requests were denied.
11. A cleaning schedule was confirmed for the clubhouse bathrooms.
12. An initial draft of a proposed Easement for the sidewalk connection to George Pierce Park near the lower tennis courts has been received and reviewed.
13. The June Yard of the Month winner was 4175 Azalea Chase Walk (Greg and Libby Smith).
14. The City confirmed that a "no through traffic" sign cannot be placed on Roberts Road at Westbrook Road.
15. A chemical spill occurred on Ruby Forest Parkway near the lower tennis courts and was cleaned by Gwinnett County.
16. The clubhouse and grounds were decorated for Independence Day and the July 4th Celebration was held at the pool.
17. The front entrance lights were repaired as warranty work.

18. The pool was temporarily closed on July 16th following a County inspection. The vacuum ports were repaired and the ph balance was adjusted and the pool reopened on July 17th.
19. Demand letters have been sent to accounts with delinquent dues. Five homeowners have paid in response to the demand letters.
20. The soda machine has been repaired.
21. The women's bathroom door has been repaired.
22. Lifeguard and pool maintenance issues have been addressed with the pool management company and the issues have been resolved.
23. Net rental income for the month of June was \$425.
24. Net rental income for the month of July was \$75.

Treasury Report:

The HOA account balances were reported as follows:

Wells Fargo Debit	\$ 1,022.55
Wells Fargo Primary	\$ 9,639.12
Wells Fargo Savings	\$ 26,424.69 (Reserve Account)
Operating Account with ACS	<u>\$ 73,358.20</u>
TOTAL ALL ACCOUNTS	\$110,444.56

Secretary Report:

Minutes from the June Board Meeting* were distributed and approved and have been published. The minutes will be archived on the Ruby Forest website at www.rubyforest.net.

*No meeting was held in July as a quorum was not present.

Covenants Report:

No new applications were presented for review.

Membership Report:

Membership Status as of 8/5/15 was reported as follows:

Permanent Full	283
<u>Permanent Civic</u>	<u>61</u>
Total Members:	344
Total Non-Members:	99

- Three civic member properties sold and converted to full membership; One new full member joined (initiation fee paid)
- Delinquencies: 13 Full Members / 2 Civic Members (2 members are on payment plans)

Homeowner Discussion:

- Craig Compton requested details regarding the transition of the neighborhood color scheme from green to black (light poles, street signs, and mailboxes) and noted his opposition to the color change. Concerns regarding the pool surface and pool maintenance were also discussed.

BUSINESS AGENDA

CLUBHOUSE

- The Board discussed updates to the clubhouse kitchen (including replacement of countertops, refrigerator, and painting the cabinets). Rosa Brown will be solicit bids for consideration by the Board.

COMMUNICATIONS

- Minutes will continue to be published by email and Facebook as well as being archived on the Ruby Forest website by webmaster Elizabeth Hightower. Printed newsletters were previously discontinued due to expense and conservation efforts.

COVENANTS

- Site inspections by ACS for covenant violations will continue twice a month through September and then inspections will be conducted once a month until the following spring. Donna Copeletti is overseeing the inspection/violation process.
- Approval process for roof replacement was discussed.
- On street parking was discussed.

EVENTS

- Back to School pizza party will be held at the pool on Saturday, August 15th from 12:00 – 3:00 (Full Members Only). Donna Copeletti will arrange for the pizza delivery.
- New drink coolers will be purchased for HOA use. Michelle Budd is coordinating the task.
- A proposal was submitted by Michelle Budd for an outdoor movie event (inflatable movie screen). The event is tentatively scheduled for Saturday, October 3rd and will take place in the lot next to the playground.
- HOA fall festival scheduled for October 25th. Additional details to follow.

GROUNDS

- Bids will be solicited for lawn service (fertilizer, etc.) for the clubhouse grounds. Sod repair and tree pruning will also be addressed. Grounds Chair, Kevin Maguire, will handle the task of obtaining bids.
- Options for replacement of the damaged spiral slide in the playground were discussed (straight slide vs. climbing wall, etc.). The Board approved replacement with a straight slide. Michelle Budd will follow-up with the handyman regarding the project.
- Discussions continued regarding the future project of updating the neighborhood color scheme from green to black. Transition plan and funding of the work is still to be determined (quotes for painting will be obtained for discussion).

LAKE

- No issues were presented.

MEMBERSHIP

- Late fees are being assessed for delinquent dues.

POOL

- Discussion of the pool contract for 2016 was discussed. The Board approved continuing its contract with AMI. Michelle Budd will communicate the decision to the pool manager.
- A proposal submitted by homeowner Bill Bailey for installation of park-style grills in the pool area was discussed. The Board declined the request due to safety and maintenance concerns.
- A hole in the fence at the kiddie pool and the toilet in the ladies' room will be repaired. Michelle Budd will coordinate the tasks with the handyman utilized by the HOA for small repair projects.
- Preparations for closing the pool at the end of September were addressed. The pool furniture will be pressure washed before it is stored for the season. Donna Copeletti will coordinate the work with the contractor.

TENNIS

- Rosa Brown will obtain a quote for surface repair at the lower tennis courts.
- Jerri Oram has volunteered to oversee the tennis court reservation system and collection of team fees for non-residents.

TREASURER

- All new vendors will be required to supply W-9 forms prior to commencing work.

The meeting was adjourned at 8 p.m. by Michelle Budd.

NEXT MEETING: September 2, 2015 at 6:30 p.m.