

**Auburn Hills Swimming Facility Master Association (AHSFMA)  
Board Meeting – Monday 08/08/11, 6:00pm at Legends Clubhouse**

**Board Members:**

**Present:**

Sarah Funke – Secretary (Director At Large)  
John Oborny – Director (Enclave – President)  
Ryan Nall - Director (Legends/Meadows –President)  
Joe Willis (Fairways – Representative)

**Absent:**

Tim Clark – President (Fairways – President)  
Bert Barrett – Treasurer (Stoneleigh - President)

***Others Present:***

Rodney Wright – HOA Management  
1 Member – sign in sheet on file

**Proceedings:**

- Meeting called to order at 6:03p.m. by Sarah Funke
- 06-13-11 Board meeting minutes – previously emailed (**approval vote –unanimous**)

**Treasurer’s Report** - Documents emailed by HOA Management (**approval vote -unanimous**)

- Delinquent Dues - 20 members have unpaid dues totaling \$14,718.19.
- 6-31-11 Financials – John discussed Platinum Pools invoices. Advised more detail on next year’s contract for opening & closing pools and chemical charges.

**HOA Management Report**

- A. Order for Meadow’s pool gate computer card was lost will order again.
- B. AHSFMA fountain & pump from Legend’s clubhouse pond is at HOA’s storage. It needs repaired.
- C. Brand Investments has offered to pay future invoices for (4) rental houses, but wants past dues credited. – Discussion on pool rules & rentals. Discussion on crediting their debt and other member’s debt. Decision deferred until next board meeting.
- D. All past due properties have liens. Perkins & Niedens liens have old wording.
- E. 1. Pool liners have wrinkles in them from the heat. Platinum pools would charge to remove wrinkles. John Oborny volunteered to research and work with Platinum Pools if necessary.
- E. 2. Motion was made for John to coordinate & approve repair of broken pump up to ½ price of new one. (**approval vote -unanimous**)
- F. 1. **Gate key software** is not working, so we cannot download new key information to gates. Rodney will coordinate with vendor for repair.
- F. 2. **Broken Chairs** – John volunteered to replace missing bolts. He will trash chair if frame is broken.
- F. 3. **Legends** – pest control problem, weeds on pool deck, tree stumps need ground down
- F. 4. **Meadows** – Bathroom door needs adjusted, weeds in parking lot
- F. 5. **Enclave** – Sprayed for ants.

## Old Business

### 1. Invoicing & Delinquency Policy:

Annual invoices will be mailed by 12-15 of each year and due on January 1<sup>st</sup>. After Jan. 30<sup>th</sup>, interest will accrue at 18% on all unpaid amount unless a member is utilizing the payment plan. Monthly statements will be mailed starting March 1<sup>st</sup>. If full payment is not received before May 15<sup>th</sup>, a certified letter will be mailed to each member stating "Your account is accruing interest on the delinquent dues and if payment of all dues and fees are not received by June 1<sup>st</sup>, a lien will be placed on your property by June 15<sup>th</sup>." Any member with a delinquent account may not reserve or use any facilities and their pool key card will be disabled until payment of all fees has been received. **(approval vote -unanimous)**

### 2. HOA Mgmt Contract - Rodney & Board agreed to honor current contract with HOA Management not responsible for 2011 shut down of bathrooms.

### 3. Ceiling Repair - Motion was made for Ryan to coordinate & approve repair & paint of sheetrock on ceiling of Meadows clubhouse from the storm damage up to \$300.00. **(approval vote -unanimous)**

### 4. Pool Covers - Motion was made for John to coordinate & approve purchase of new covers for the Legends, Fairways & Meadows pools from Poolcenter.com per 8-8-11 bid sheet. **(approval vote -unanimous)**

### 5. Pool & Clubhouse Reservations - (Deposits & Cleanup) HOA Mgmt will continue to coordinate. Deferred revisions until next board meeting.

### 6. Pool Rules & Signage - Ryan spoke with State Farm Insurance which advised we have posted NO Alcohol on rules and signs. Rodney will change the Pool Rules on the website & confirm all pool signs show NO Alcohol & NO glass.

### 7. New Member Welcome Mailings – HOA Mgmt letter and map of sites will be mailed to all new members. Members must complete the card form & pick up pool key card at HOA Management's office.

## New Business

### 1. Website Request – Ryan advised Mr. Dooley we cannot control public street parking by the clubhouses.

### 2. Unfilled board positions(s) - Deferred until next member's meeting in Jan. 2012.

### 3. Wells – Legend's HOA - Discussion on Legend's HOA tapped into AHSFMA well behind Legend's clubhouse. This is causing the system to run twice as much and will reduce the life of the pump and maybe the water source. According to Rodney, the previous pool board approved this, but there is no contract for compensation. Ryan is to request a contract from the Legend's HOA to pay ½ of all well & electric expenses in 2011 and future years, full replacement cost of next pump and all repairs to sprinkler system from their HOA tie in point. AHSFMA also requests a map of well and sprinkler system.

### 4. Well & Sprinkler – Enclave HOA – AHSFMA uses Enclaves well to source the sprinkler system by the Enclave pool. Rodney will contact Stoneleigh HOA to ask for a contract. He said the association paid the invoice for this year from Stoneleigh HOA.

### 5. Mortgage possibility – Sarah & Rodney will meet with Legacy Bank, which has the current loan. Discussion deferred until next board meeting.

6. AHSFMA Master Contact List – Sarah is working on list and will coordinate with HOA Mgmt. Rodney was requested to confirm if our accounting system could show Addition, Lot, Block & Badge Card Number so we can run reports and sort by different items.
7. AHSFMA Member Audit – See above number 6.
8. Closing Pool Procedures – Rodney will inform Platinum Pools we want all pools closed the week after Labor Day. John will coordinate with Platinum Pools to close pools, depending on weather and cover arrivals.
9. Workdays & To Do Lists – Ryan provided list. He will schedule a workday date & ask for volunteers.
10. Winterizing Procedures Bathroom & Sprinkler systems – John provided instructions for bathroom winterizing. John volunteered to winterize the Enclave & Fairways facilities this year. Rodney will observe and verify instructions are complete. Deferred sprinkler winterization until next board meeting.
11. 2012 invoicing – Will invoice by Dec 15<sup>th</sup> and follow the Invoicing and Delinquency Policy. Deferred approval of members list to be invoiced until after audit is completed.
12. Equitable Servitude Implications – Discussion deferred until next board meeting

#### **Next Meeting Dates**

- 2011 AHSFMA Board Meetings – Oct.10, Dec.5th

**Meeting adjourned at 9:30pm**

**Minutes submitted by Sarah Funke**