

**Alyson Pond HOA, Inc.**  
**Board of Directors Meeting Minutes**  
**Wednesday, July 20, 2011**  
**7:00 PM – Clubhouse**

**Present:** Adam Gartenberg (President), Paul Martin (Architectural Chair), Rory McDermott, Bill Pappas (Facilities Chairs), Mimi Raub (Secretary), Matoka Snuggs (Charleston Management Representative)

**Absent:** Jenipher Riddle Wilson (VP/Treasurer))

**Others Present:** 1 homeowner

**Homeowners Forum:** No questions or concerns were raised.

- I. The meeting was called to order at 7:00 pm by Adam Gartenberg, President. A Quorum was designated by the Board of Directors and homeowner attendance.
- II. Prior Meeting Minutes from May 18, 2011 were approved.
- III. Committee Reports:

Architectural: Paul Martin, Architectural Committee Chair

- 2 requests for home improvements were reviewed and granted.
- A couple of letters were sent to residents regarding compliance with the covenants.

Facilities: Rory McDermott, Bill Pappas (Facilities Committee Chairs)

- Rory reported that the lap lane rope at the pool has been replaced. The old rope was broken in 3 places due to age and the stress placed on the rope by children playing on the rope.
- The recent incidents of vandalism at the pool were discussed. There has been considerable damage to the fence and gates as people are breaking into the pool area at night. Replacement of the locks and repairs to the fence will be scheduled. There was some discussion about the placement of security cameras and legal/disciplinary procedures following incidents.
- The floor mats for the Clubhouse bathrooms need to be replaced and Matoka will research the cost.
- The smoking area for the pool has been designated at the back of the clubhouse and “no smoking” signs placed in the pool area. A motion was made by Paul and seconded by Rory to purchase a picnic table and benches not to exceed \$1200 for placement in the smoking area and to rekey the lock on the gate leading to the smoking area. The motion was approved.
- Tennis court improvements were revisited. A homeowner has raised concerns about the surface and since recent repairs were made a total resurfacing will not be scheduled for 2-3 years. A backboard has also been suggested and the cost for this will be researched.
- The trees and shrubs killed by the fire setting incident will need to be replaced in the fall. Rory will get prices for the trees and will look into the procurement of shade trees for the playground area as well.
- Floor repairs for the Clubhouse hardwood floor are still being considered as the full replacement cost was thought to be excessive. Rory will get estimates for repairs.

- The procedure for Clubhouse inspections before and after events was reviewed. The assigned inspector will assess the condition of the Clubhouse at the beginning of each month and before and after each event using the check list provided to the renters as a point of reference. The inspector will notify Charleston Management if deposits need to be withheld.
- The Charleston Management phone number will be posted on the new message board so that any problems homeowners might see at the pool or clubhouse can be reported immediately.
- The pool pump may need to be replaced next year and this need will be reflected in the planning of the budget for the coming year.

Social: Social Committee Chair is vacant. Anyone interested in helping plan events please contact Adam Gartenberg.

- The July 4<sup>th</sup> Fire Truck Parade was very successful.
- The next event is the Pool Party scheduled for August 20<sup>th</sup>, 2011.
- Adam addressed the need for collecting more email addresses from residents as we only have about half of the homeowners at this time. A door to door solicitation was discussed as well as offering incentives to provide your email address such as a free Clubhouse rental or a gift card.

IV. Unfinished Business

- Master Plan Meeting will be scheduled in August.

V. New Business

- None

VI. Financial

- The HOA budget and finances are in good shape.

VII. The next meeting of the Board would be held on Wednesday, September 21, 2011 at 7:00 pm. Bill moved that the meeting be adjourned; the motion was seconded by Paul. The motion carried and the meeting was adjourned @ 8:05pm.

Submitted by Mimi Raub, Secretary