

# Oakwind HOA

## Minutes of Meeting

Meeting Number: 2016-13



<b>Purpose of Meeting:</b>	HOA Quarterly Meeting		
<b>Date:</b>	2016-10-27	<b>Start Time:</b>	19:08
		<b>End Time:</b>	20:30

<b>Attendees:</b>	<b>Oakwind HOA Board: Rhonda Oh, Becky Thurlo, Manuel Rosas</b> <b>AIO : Denise Hindes</b>
<b>Residents:</b>	<b>+14 home owner's</b>
<b>Prepared by:</b>	Becky Thurlo

<b>Agenda:</b>	<ul style="list-style-type: none"> <li>- Welcome Message</li> <li>- Financial Report end of 9/30</li> <li>- Happenings</li> <li>- In the works</li> <li>- December Elections</li> <li>- Common Area Shade Structure</li> <li>- Q &amp; A</li> </ul>
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<b>Notes:</b>	<b>Actions</b>	<b>Status</b>
1. Welcome		
2. Financials as of Sept 30, 2016 <ul style="list-style-type: none"> <li>a. Reserves still have 100+K.</li> <li>b. Operating expenses are average <math>\pm 6K</math> a month.</li> </ul>		
3. Pool monitor duties: <ul style="list-style-type: none"> <li>a. Check for residency.</li> <li>b. Not babysitters.</li> <li>c. Take out and pickup trash.</li> <li>d. Close down pool in evenings.</li> <li>e. Cleanup pool and tennis areas.</li> <li>f. Has reduced trespassing and vandalism.</li> </ul>		
4. Happenings <ul style="list-style-type: none"> <li>a. See attached document.</li> </ul>	.	
5. Additional Income <ul style="list-style-type: none"> <li>a. Tennis non-residents - \$25.00/year for tennis. Suggestion to use this income for future repaving of tennis courts.</li> </ul>	Proceeding	
6. In the Works <ul style="list-style-type: none"> <li>a. See attached document</li> <li>b. Suggestion from resident to Pressure wash club house and sidewalks. (2017)</li> </ul>		In Progress
7. December Elections <ul style="list-style-type: none"> <li>a. Nomination letters to be sent to home owners</li> </ul>	Proceeding	
8. Common Area Shade Structure <ul style="list-style-type: none"> <li>a. Discussed current situation, suggestion from resident to hire new contractor and proactively seek good standing with the county.</li> </ul>		
9. Planting of memorial tree. Suggestion was made to have a plaque honoring Miss Clark.		
Meeting adjourn at 8:30 pm		
End of Document – See attached document		

## ▶ Agenda

- ▶ Welcome Message
- ▶ Financial Report as of Sept 30
- ▶ Happenings
- ▶ In the works
- ▶ December Elections
- ▶ Common Area Shade Structure
- ▶ Q & A



Home Owners Association Meeting

October 27, 2016





**Oakwind HOA**

Balance Sheet  
 As of 09/30/16

Account	Description	Operating	Reserves	Other	Totals
<b>ASSETS</b>					
1009	AAB: Checking-Operating	19,929.84			19,929.84
1209	AAB - MMA Reserve		103,278.64		103,278.64
	<b>TOTAL ASSETS</b>	<u>19,929.84</u>	<u>103,278.64</u>	<u>.00</u>	<u>123,208.48</u>
<b>LIABILITIES &amp; EQUITY</b>					
<b>CURRENT LIABILITIES:</b>					
3310	Prepaid Owner Assessments	1,045.04			1,045.04
	<b>Subtotal Current Liab.</b>	<u>1,045.04</u>	<u>.00</u>	<u>.00</u>	<u>1,045.04</u>
<b>RESERVES:</b>					
5025	Reserve Interest		232.30		232.30
5265	Reserve-Clubhouse	(5,652.00)			(5,652.00)
5275	Reserve-Parking lot	(444.87)			(444.87)
5285	Reserve-Pavilion	(15,000.00)			(15,000.00)
	<b>Subtotal Reserves</b>	<u>(21,096.87)</u>	<u>232.30</u>	<u>.00</u>	<u>(20,864.57)</u>
<b>EQUITY:</b>					
5510	Retained Earnings	24,660.54			24,660.54
5520	Prior Yr Retained Reserves		103,046.34		103,046.34
	Current Year Net Income/(Loss)	15,321.13	.00	.00	15,321.13
	<b>Subtotal Equity</b>	<u>39,981.67</u>	<u>103,046.34</u>	<u>.00</u>	<u>143,028.01</u>
	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>19,929.84</u>	<u>103,278.64</u>	<u>.00</u>	<u>123,208.48</u>



# Oakwind HOA

Income/Expense Statement

Period: 09/01/16 to 09/30/16



Account	Description	Actual	Current Period		Actual	Year-To-Date		Yearly Budget
			Budget	Variance		Budget	Variance	
<b>INCOME:</b>								
06310	Assessment Income	300.00	.00	300.00	80,049.50	80,325.00	(275.50)	80,325.00
06340	Late Fee Income	.00	.00	.00	930.75	.00	930.75	.00
06350	Legal Fee Reimbursement	.00	.00	.00	300.00	.00	300.00	.00
06380	Owner Admin Fee Income	.00	.00	.00	250.00	.00	250.00	.00
06490	Checking-Interest Income	1.84	.00	1.84	37.04	.00	37.04	.00
06500	Reserve Interest-MMA	25.46	.00	25.46	232.30	.00	232.30	.00
06800	Misc Income	.00	.00	.00	50.00	.00	50.00	.00
	<b>Subtotal Income</b>	<b>327.30</b>	<b>.00</b>	<b>327.30</b>	<b>81,849.59</b>	<b>80,325.00</b>	<b>1,524.59</b>	<b>80,325.00</b>
<b>EXPENSES</b>								
<b>GENERAL &amp; ADMINISTRATIVE</b>								
07010	Management Fees	945.00	945.00	.00	8,505.00	8,505.00	.00	11,340.00
07020	Insurance	177.00	.00	(177.00)	4,825.00	5,550.00	725.00	5,550.00
07165	Legal Fees	.00	125.00	125.00	1,307.00	1,125.00	(182.00)	1,500.00
07200	Postage & Mailings	.00	83.33	83.33	988.11	749.97	(238.14)	1,000.00
07210	Printing & Reproduction	.00	.00	.00	46.17	.00	(46.17)	.00
07220	Corp Registration Fee	.00	.00	.00	30.00	30.00	.00	30.00
07230	Property Taxes	.00	.00	.00	.00	.00	.00	250.00
07235	Income Tax	.00	.00	.00	53.00	100.00	47.00	100.00
07240	Tax Prep - Accounting Fees	.00	.00	.00	225.00	225.00	.00	225.00
07300	Social Events	75.19	.00	(75.19)	342.87	100.00	(242.87)	100.00
07650	Misc G&A / Supplies	81.32	250.00	168.68	459.82	2,250.00	1,790.18	3,000.00
07660	Expenses for 2015	.00	.00	.00	1,615.00	.00	(1,615.00)	.00
	<b>GENERAL &amp; ADMINISTRA</b>	<b>1,278.51</b>	<b>1,403.33</b>	<b>124.82</b>	<b>18,396.97</b>	<b>18,634.97</b>	<b>238.00</b>	<b>23,095.00</b>
<b>UTILITIES</b>								
08100	Electric	821.43	1,100.00	278.57	4,700.37	6,700.00	1,999.63	8,500.00
08120	Water / Sewer	.00	100.00	100.00	818.61	900.00	81.39	1,200.00
08130	Gas	33.33	83.33	50.00	960.97	749.97	(211.00)	1,000.00
08135	Phone/TV/Internet	129.31	158.33	29.02	1,260.12	1,424.97	164.85	1,900.00
	<b>UTILITIES</b>	<b>984.07</b>	<b>1,441.66</b>	<b>457.59</b>	<b>7,740.07</b>	<b>9,774.94</b>	<b>2,034.87</b>	<b>12,600.00</b>



# Oakwind HOA

Income/Expense Statement  
Period: 09/01/16 to 09/30/16



Account	Description	Actual	Current Period		Year-To-Date			Yearly Budget
			Budget	Variance	Actual	Budget	Variance	
08350	Landscape - Contract	850.00	850.00	.00	7,650.00	7,650.00	.00	10,200.00
08355	Landscape - Improvements	2,488.30	.00	(2,488.30)	8,063.30	2,000.00	(6,063.30)	2,000.00
08365	Landscape - Trees and Shrubs	.00	.00	.00	.00	1,000.00	1,000.00	2,000.00
08366	Pinestraw/Mulch	.00	.00	.00	5,200.00	4,600.00	(600.00)	4,600.00
08367	Flowers	.00	.00	.00	925.00	1,200.00	275.00	1,600.00
08375	Irrigation - Repair	.00	.00	.00	320.00	800.00	480.00	800.00
08380	Irrigation - Winterization	.00	.00	.00	.00	.00	.00	200.00
08395	Front Entrance Signage	.00	.00	.00	117.90	.00	(117.90)	200.00
08420	Clubhouse Play Structure	.00	.00	.00	.00	.00	.00	500.00
08450	Miscellaneous Landscape	.00	83.33	83.33	.00	749.97	749.97	1,000.00
<b>GROUNDS MAINTENANCE</b>		<b>3,338.30</b>	<b>933.33</b>	<b>(2,404.97)</b>	<b>22,276.20</b>	<b>17,999.97</b>	<b>(4,276.23)</b>	<b>23,100.00</b>
<b>POOL/TENNIS EXPENSE</b>								
08810	Pool Maintenance Contract	1,405.00	574.67	(830.33)	5,620.00	5,172.03	(447.97)	6,896.00
08830	Pool Permit	.00	.00	.00	280.00	280.00	.00	280.00
08840	Pool Repairs	1,200.00	.00	(1,200.00)	2,000.00	1,500.00	(500.00)	1,500.00
08870	Pool Miscellaneous	.00	.00	.00	1,926.07	500.00	(1,426.07)	500.00
08880	Pool Monitors	400.00	950.00	550.00	5,387.50	3,800.00	(1,587.50)	3,800.00
08940	Tennis: Miscellaneous	597.50	83.33	(514.17)	597.50	749.97	152.47	1,000.00
08950	Recreation Area	.00	208.33	208.33	657.87	1,874.97	1,217.10	2,500.00
<b>POOL/TENNIS EXPENSE</b>		<b>3,602.50</b>	<b>1,816.33</b>	<b>(1,786.17)</b>	<b>16,468.94</b>	<b>13,876.97</b>	<b>(2,591.97)</b>	<b>16,476.00</b>
<b>BUILDING MAINTENANCE</b>								
09030	Clubhouse Cleaning	.00	166.67	166.67	.00	1,500.03	1,500.03	2,000.00
09050	Building: General Repairs	.00	41.67	41.67	624.45	375.03	(249.42)	500.00
09060	Clubhouse: Supplies	.00	33.33	33.33	337.53	299.97	(37.56)	400.00
09075	Pest Control	78.00	26.00	(52.00)	312.00	234.00	(78.00)	312.00
09080	Termite Bond	.00	.00	.00	140.00	140.00	.00	140.00
<b>BUILDING MAINTENANCE</b>		<b>78.00</b>	<b>267.67</b>	<b>189.67</b>	<b>1,413.98</b>	<b>2,549.03</b>	<b>1,135.05</b>	<b>3,352.00</b>
<b>RESERVE CONTRIBUTION</b>								
09660	Record Resv MMA Interest	25.46	.00	(25.46)	232.30	.00	(232.30)	.00
09700	Reserve Contribution	.00	.00	.00	.00	.00	.00	2,302.00



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Income/Expense Statement

Period: 09/01/16 to 09/30/16

Account	Description	Actual	Current Period		Year-To-Date			Yearly Budget
			Budget	Variance	Actual	Budget	Variance	
	RESERVE CONTRIBUTION	25.46	.00	(25.46)	232.30	.00	(232.30)	2,302.00
RESERVE EXPENSE								
	RESERVE EXPENSE	.00	.00	.00	.00	.00	.00	.00
	TOTAL EXPENSES	9,306.84	5,862.32	(3,444.52)	66,528.46	62,835.88	(3,692.58)	80,925.00
	Current Year Net Income/(loss)	(8,979.54)	(5,862.32)	(3,117.22)	15,321.13	17,489.12	(2,167.99)	(600.00)



# Happenings

- Maintenance and New Constructions
  - New water fountain
  - One new pool pump
  - Basketball boards repaired
  - Shrub maintenance
  - Filtered Violation Letters
- Events
  - Cobb Police Appreciation day
  - S'more's and movie night
  - December Holidays Neighborhood reunion
- Security and Trespassing
  - Reduce incidents
  - Continuous monitoring
  - Speeding (report posted)
- Additional Income
  - Tennis Teams: non-residents players fee \$25.00



# In the works:

- Events:
  - Yard of the Month 2017 all year
  - Christmas Carols.
  - Holiday's House Decoration Awards 2016.
- Services and Utilities
  - Junk Collection Day
- Basketball/Tennis Courts and Playground:
  - Paint Swing Set
  - Paint Playground structure
- Other
  - Hwy 92 Expansion





# December Elections:

- Board Member Election to take place in Dec. If you would like to volunteer to be on the board, please submit your name. You may even volunteer anyone else. The current board would like to publish names for the election in a timely manner



# Common Area Shade Structure:

- Bids
- Selected contractor
- Construction begin
- No construction permit at time of electrical works
- Contractor was notify to solve and correct the problem.



