

**The Abbey's HOA
Executive Board Meeting
April 13, 2022**

Minutes

Present at the meeting:

- Art Taylor, President
- Chuck Jones, Vice President
- Connie Wilson, Treasurer
- Beth Meschke, Secretary
- Carol Allen, Pool
- Cynthia Jenkins, Clubhouse

Not present: (See amendment on page 3)

- Jim Adams, Grounds

The meeting was opened, and the appointed secretary, Beth Meschke and the appointed treasurer, Connie Wilson were acknowledged by the remainder of the board members present.

Treasurer:

March 31, 2022 financial statement received from Robert Oswald, CPA was shared with the board.

March financial summary:

Beginning balance	241,713.32
Income	10,935.00
Expenses	16,847.06
Ending balance	235,801.26

Accounting Services: The Abbey's received notice from Robert Oswald, CPA they were resigning effective March 31, 2022. After much discussion, Carol Allen made a motion to hire Sherman and Hemstreet to assume this role. Beth Meshke made a second motion, and the board unanimously agreed.

Invoices and payments: The board discussed the process for invoices. Invoices received by the board for operating expenses will be approved by one board member. Capital expenditure invoices will be approved by two board members. Approved invoices will be submitted to Sherman and Hemstreet for processing.

Bank and Secretary of State: Changes need to be made to the bank signers and secretary of state officers. This is in process.

Payment of dues: The following requests were made to the general membership via email on 4/8/22.

- Please mail your payments to: The Abbey's HOA, PO Box 653, Evans, GA 30809.
- Please include your street address in the memo of the check.
- Please make your payments within the first week of the month. The dues are assessed annually, accepted monthly.

Capital Expenditures, as described by the former treasurer, Candy Adams:

- Roads - estimated \$450,000.00
- Roof on clubhouse - estimated \$14,000.00
- HVAC at clubhouse - estimated \$7,000.00
- Pool deck – estimated \$20,000.00

Grounds:

(See amendment on page 3.)

Pool:

The pool is open!

Clubhouse:

Clubhouse rentals: The clubhouse was rented for 2 events in March.

Roof: Cynthia is working with our insurance company to file a claim on the roofs (clubhouse, pool house, gate house).

Additional business:

Covenants and Bylaws: Having the documents reviewed by an attorney, and amending the documents to include an initiation fee to sales within the neighborhood was discussed at a previous board meeting. Connie Wilson made a motion to engage Carl Dowling, attorney. Cynthia Jenkins made a second motion, and the board unanimously agreed.

Board member terms: The board established the term dates for the board positions, based on the date which they were voted in, or the term to which they were appointed.

<u>Position</u>	<u>Serving</u>	<u>Email Address</u>	<u>Term End Date</u>
• President	Art Taylor	bjpowell@knology.net	Jan 2024
• Vice President	Chuck Jones	gatorkiller613@yahoo.com	Jan 2025
• Treasurer	Connie Wilson	cwilson@shermanandhemstreet.com	Jan 2025
• Secretary	Beth Meschke	rossmeschke@yahoo.com	Jan 2024
• Grounds	Jim Adams	jcadams79@comcast.net	Jan 2024
• Clubhouse	Cynthia Jenkins	cjenkins2145@yahoo.com	Jan 2024
• Pool	Carol Allen	ctallen51@yahoo.com	Jan 2023

Invitation: The board would like to invite the general membership to email the board, should there be any questions regarding board business. Our email addresses are listed above.

Website: There was some discussion at a previous meeting about reactivating the Abbey's website. Beth brought the board good news! Angela Ballentine has kept up the website, and agreed to continue to keep it up. She has already updated it for us. Angela and Beth will work together to update the directory for 2022. The website is: www.theabbeyshoa.com.

Directory: As previously stated, the directory for 2022 will be completed very soon. It will be distributed via email, and posted on the website. In addition hard copies will be delivered to each household.

4/15/22

AMENDMENT:

Grounds: Jim Adams did not receive notice of the meeting, as an oversight. An apology was given to Jim, and he was asked to provide a grounds report, which is included below. Connie and Jim met on April 15 and reviewed the agenda and minutes from the meeting. Jim agreed and ratified all board decisions made from the meeting on April 13.

Grounds: Below is the grounds report as it was written by Jim Adams, submitted 4/18/22.

- Manage landscaping contractor to insure required duties are performed.
- Look for dead/dying trees/shrubs so they are properly attended to.
- Turn on/off sprinkler controllers in common areas in spring and fall.
- Help president with landscape contract every year.
- One time. Replace rain water trash collector behind 717 Pevero Abbey Circle which is worn out. Replacement will help in removing debris before water runs off.
- One time. Bring in contractors to work on front wall to insure it is refurbished to good condition and painted.