



Board meeting: November 17, 2022

- I. **Call to Order:** President Van Free called the Board meeting to order via Zoom at 5:37 pm. Board member attendees included: Van Free, Dr. Asad Khan, Jim Sadie, Thomas Marangoly, Hieu Vo, and Henry Davis. Also in attendance, Executive Director Aya Zaied.
- II. **Approval of minutes** from July and August 2022 meetings: H. Davis motioned to approve the minutes. T. Marangoly seconded; the motion passed.
- III. **Salary Scale Committee Report:** J. Sadie provided information from the committee meeting on behalf of S. Brown, head of committee. Discussed various methods by which other companies determine salaries and benefits. A. Kahn plans to get additional information from Baptist Health. H. Davis will plan to reach out to get information from the State.

T. Marangoly asked about a job description for the Executive Director. S. Brown and A. Zaied have discussed at length and S. Brown will share more on job description. A. Zaied recommended that future candidates for the position have a Community Association certificate or a Certified Property Management degree. These would be helpful when working with budgets, residents, and multiple vendors.

A. Zaied mentioned that we don't currently have health insurance benefits that customarily come with a job. After research, she observed that staff could get some health insurance plans in the "marketplace" for a competitive rate. It was agreed by members that we need to offer salary and benefits that will provide incentive for longer-term retention of staff.

A. Zaied said she would contact Wynlakes, Breckinridge, the Waters, and other HOA's, in order to gather more information for us.

- IV. **ARC Committee Report:**
V Free suggested we add Betty Cannon and Paul Mawroski to this committee, stating that both of them have been very helpful with ARC matters. Betty's work and assistance to the HOA has been noted a number of times. Mawroski's work all over the country in architectural matters is well noted. He is an expert in these areas, and now lives here in Deer Creek. There was brief discussion.
V Free motioned to add them; H Davis seconded motion. Motion passed.

- V. **Office Update by A. Zaied**
 - a. Speed tables are now up and there will be more coming in the next month. The opinions of residents are varied about this development.
 - b. Christmas decorations are ahead of schedule and going well. We're working on areas where some of the lights are not illuminated. The decorations will be done next week. Per our agreement, the company, *Glitter & Glow*, who installed the Christmas lights will also remove them. J. Sadie observed the time-intensive and heavy-duty process used by the company during the installation, and recommended that we make provisions for our maintenance staff to know how to do this properly in order to protect our workers and our investment. A. Zaied

said PMS will be there to see how to take them down safely and properly. Note: the company we purchased them from said they could store decorations for \$3,000 year (current price). The price to have them installed again next year would be less than this year. A Zaid will request a quote for this.

V Free noted that we have discussed building our own storage units somewhere in the area, possibly behind trees near the tennis courts. We need to explore this to see what options could be helpful. Right now, we are paying approx. \$800 month for off premise storage.

- c. HOA Life: The report on HOA Life is very extensive, and shows each property in the neighborhood and details violations and warnings, etc. Report also shows which pods have the most violations (Stoneridge, Colleton, and Greythorne). We are increasing patrols in these areas. The pod reps have also been helpful in sharing issues.

There is another training session using HOA Life so that we can see even more detail, including the following: information as it develops available to Board members, customization of reports, ability to generate reports to see who continues to incur violations. As an example, we have one resident who passed away and we don't even know who lives in the home now, even though they have accumulated a large amount of fines. This has been turned over for legal action.

- d. Financial Statements: the financial statements reflect a \$31,000 surplus in the account. The report reflects liabilities of \$253,000. This is a reflection of: payments outstanding, dues, and inaccurate coding and crediting of payments. Additionally, a number of residents are not getting their mail. Our November and December balances should be more accurate after dues are paid.

J. Sadie expressed concern over how items are coded in the report. For example, some items appear to be listed as Amenity center, when in reality it is the power bill that encompasses most of the development. There is still a good bit of "mis-coding" throughout. A. Zaid explained that this is an ongoing issue with CRI coding, and that some of these items can only adjusted with approval from members of the Board.

President Free asked J. Sadie to update the board on issues with the fountain at the corner of Deer Creek Crossing and Deer Creek Blvd. He reported that this fountain was installed early in 2022 and only worked for a little over a month. *Fountains of Birmingham*, who installed the fountain, along with the owner, have been unreliable throughout the past year. J. Sadie has detailed notes on all communications, for which there have been many, and will forward them to the Executive Director. *English Pools* said that they could install a fountain like the one behind the office. The current price range for a similar fountain is \$8,000 to 12,000. Pres Free asked J. Sadie to reach out again, also send documentation to A. Zaid. We can no longer allow this to continue. We may need to move forward with legal action.

VI. Adjournment: The meeting adjourned at 6:55pm.

Respectfully Submitted by Jim Sadie, Board Secretary

Date of Approval: Jan 12, 2023