

Meadow Trace Homeowners Association
PO Box 491537 | Lawrenceville, Georgia | 30049-1537

Board Meeting Minutes

Meeting date: 1/14/2010

Attendees: Liz Holdsworth, Sherri Smith, Leigh Kneer, Jim Avolio, Leisa Ballew, Tim McConnell

Angie Cosby – Controller

Allen Cagle – Facilities

Leslie Carroll – Community Manager

Agenda items

1. Webpage – www.meadowtrace.org
 - Board voted and approved marketing the website.
 - Action Item** – Tim will have signs made to advertise the website and get quotes for entrance sign modifications.
2. Rental restriction
 - Board voted and approved to establish a basis for the decision to pursue rental restrictions.
 - Action Item** – AMAG will perform a leasing audit for Meadow Trace, target completion date 2/26/10.
 - Action Item** – AMAG will confirm if non-member homeowners are governed by the covenants.
3. Soliciting non-members
 - Board voted and approved soliciting non-member homes to join the association. Board approved offering discounted dues for the first year to gain participation.
 - Action Item** – Tim will have signs made to solicit non-members
4. Welcoming Committee
 - Action Item** – AMAG will develop, copy and mail out a welcome packet to new homeowners.
 - Action Item** – AMAG will develop an accurate list of homeowners to be used in the directory and for correspondence with Board activities.
5. Directory
 - Item Tabled
6. Newsletters
 - Action Item** – Tim will work with Tracy Avolio to generate a newsletter, which will include an explanation of the management company transition.
7. Pool Management
 - Board voted and approved to continue using AMS for pool management.
 - Action Item** – Leigh will contact AMS to have the pump sand replaced.
 - We will continue to use AMS for the 2010 pool season.
8. Fence at McKendree Church Road
 - Board voted and approved working with homeowners along Mckendree Church Road, whose fence has become dilapidated, to have repairs completed. Tim received discounted quotes for fencing this area as a collective job, and will be contacting the affected homeowners to arrange the work to be performed.
 - Action Item** – Tim will discuss solutions with the affected homeowners
9. Architectural Violations
 - Action Item** – Leslie Carroll and Jennifer Hollis will meet to drive through the neighborhood and discuss current conditions requiring Architectural Control.
10. Miscellaneous
 - Liz brought up a problem with water near the tennis courts. Allen said he would take pictures and call storm water management.

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Board Meeting Agenda 1/14/2010 (continued)

- **Action Item** – Tim will send Angie and Leisa his format for the budget. They will give us an example of what they have done in the past.
 - Next meeting will be February 4th or the 25th, please let Tim know when you are available.
 - Tim will send Eric Allen's email to make contact.