

MENTONE CLUSTER DEVELOPMENT OWNERS ASSOCIATION, INC.

Board of Directors Meeting Minutes

January 19, 2012

With a quorum present, the January 19, 2012 meeting of the Mentone Board of Directors was called to order at 6:30 pm by President Patsy Murray in the Mentone Recreation Pavilion.

Directors Present: Patsy Murray (President), Karen Ledee (Vice President), Dave Jenkins (Treasurer), Al Tilly (Secretary), Jay Blaske, Irv Lampert, Gil Murray, Jeremy Cook

Members Absent: (none)

Trend Management Solutions Staff Present: Kelly Burch

Resident Comments: P. Murray briefly went over how the Board meetings are run.

Jon Visscher expressed interest in serving on the Board some time later in the year. The Board thanked Jon for his interest and stated we hoped he would follow through on that desire when his time allowed.

John and Beverly Dickinson expressed concern over the association having to go into receivership should the number of Board members drop below the minimum required to function. After discussion with the Board, they volunteered to assist on the Board to help keep Mentone under Board control. The current Board expressed their thanks. These are the kind of people that make Mentone the great neighborhood it is, and will continue to be, under the Board's direction.

Consideration of Minutes: No discussion. Motion to approve December 15, 2011 minutes by P. Murray, seconded by Ledee. Approved unanimously.

Reports of Officers:

President – (no report)

Vice President- (no report)

Secretary – Tilly reiterated that this is the last time he'll be doing the minutes for the Board and next month will be his last Board meeting before stepping down. He expressed that the time on the Board was enjoyable, went by quickly, and he was confident that those remaining will guide Mentone to a bright future.

Thanks for the chance.

Treasurer – (see financial committee report below)

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Committee Reports:

- A. Financial – Jenkins provided a summary overview of 2011 end-of-year bank account balances (non-finalized) as compared to 2010 end-of-year final numbers.

In the Operating account: 2011 - \$62,435; 2010 - \$60,491.

In the Reserve account: 2011 - \$101,079 (includes \$20K transferred from retained earnings); 2010 - \$58,275.

In Receivables (owner delinquencies) 2011 - \$14,750; 2010 - \$15, 512.

The trend in all these accounts is in the right direction. As a single-number benchmark, Jenkins subtracted the Receivables figure from the Operating balance, which leaves \$47,685. This is comfortably above the \$40,000 balance that Burch advises should be available at all times in the Operating account for an association of our size. Jenkins briefly reviewed the accounting methodology used by Trend which involves separate income, expense and balance accounts and stressed that new board members should understand this accounting structure. Jenkins proposed undertaking two major projects in 2012, resurfacing of the basketball/tennis courts, and replacing the west entrance signs, both funded from Reserves. Then we discussed the methodology for establishing and funding the Reserve accounts: replacement cost divided by expected years of useful life equals annual reserve requirement. Everyone agreed that paying into Reserves is better than hitting members with emergency assessments to maintain commonly owned structures and equipment.

- B. Playground/Recreation/Pool – (no representative present and no report).
- C. Social – (no representative present and no report).
- D. Welcoming/Love thy Neighbor – (no representative present and no report).
- E. Architectural Review/ARC – No report. Item of discussion , however, was the “mulch” house. Board asked Burch to send the owner an e-mail stating that no response had been received as the Board had requested last month. Burch also to follow up with a letter. If no response from either after 5 days, Burch to send a 15 day notice to fine letter. No motionable item presented.

General Manager’s Report:

- A. CCR/Landscape: number of letters sent based on last neighborhood drive through (supplied by Burch at the meeting): 31 friendly letters, 27 thirty day notice letters, 5 fifteen day intent to fine letters, and 3 fine assessment letters. There were 36 others that had been closed.

Fines Committee met regarding the “sinkhole house”. Decision was to waive the fines if the necessary work was done by February 15. Only remaining item is edging. All other

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work has been done. Discussion followed on whether the Board should instruct Burch to send a letter to get this last task done. Consensus was yes. Burch to follow up.

Burch also informed us of some wonderful news. She is expecting a baby in the summer. She also stated she'll be out on maternity leave in July and that the management company would assign a temporary replacement in time for a smooth transition during her absence.

Congratulations Kelly and family!

Unfinished Business:

- A. Review of Action items: Action items were discussed. (See separate action items list).
- B. Repainting of the Pecan Park fence was discussed. Burch advised us that the contractor would like to meet a Board representative on site to go over what needs to be done and where. P. Murray stated she would handle the request and meet with the contractor.
- C. Recruitment of new directors. Board still looking for people that definitely want to serve now since the Board will be losing several members next month. We still have some "maybes". P. Murray volunteered to write a promotional narrative to help in the recruiting effort.

New Business:

- A. Mass e-mail communications from the Board process was discussed. A lengthy discussion followed during which we discussed alternate ways to get information to residents electronically including a listserv "blast", setting up a separate list for those that wanted more general communications regarding Mentone, and others. No motionable item presented, however, P. Murray did graciously volunteer to collect names, create the list, and set up a separate e-mail address to aid in this efficient way to reach the residents of Mentone. Thanks to Patsy!
- B. Yard Assistance Group. This is an as-yet unformed volunteer group to help those in Mentone who are temporarily unable to adequately maintain their yard. A little time yields a lot of results and there are some who have expressed interest in helping with this admirable goal. Board discussed options, including placing the group under the auspices of the Love Thy Neighbor committee. At this time, we will add a section to the friendly letters. P. Murray to prepare and get to Burch for dissemination to the rest of the Board for review. This will also be added to the next newsletter.

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- C. Tai Chi group forming in the neighborhood. Lampert and P. Murray informed us of a resident who would like to start a Tai Chi (a.k.a taijiquan) group in the neighborhood for the neighborhood. He asked if we felt there would be sufficient interest to support such a group or the best way to make that determination. A discussion followed about the best way to poll residents concerning these types of events and activities. This also tied in with the mass e-mail communications discussion above. The consensus was that e-mail is not the way to go with this type of event since we could not equitably decide which would be "worthy" events. Ideas presented included the banner at the pavilion area or signs in the roundabouts and at the entrances. Also suggested was announcements through the newsletter, word of mouth among residents, adding items to the Mentone web site, and using the Mentone Facebook account to post announcements. It was the overwhelming desire to have these types of announcements separate and distinct from anything to do with Trend Management. Final result was that for now a neighborly network online was the best alternative. We will send one e-mail to those currently signed up to receive Mentone e-mails informing them that this list is an option and ask if the resident wants to be added. If so, we'll do it. This will be the only communication from the management company regarding this option no matter what the resident's decision. No motionable item presented.
- D. Pool gate is inoperative. This just happened the day of the meeting, however, steps are being taken to get the situation resolved as soon as possible. No motionable item presented.

Resident Issues:

- A. No residents were present at the end of the meeting.

Motion to adjourn at 7:36 pm by P. Murray, seconded by Ledee, approved unanimously.

**\*\*Pending official Board of Director's Approval at the February 16, 2012 meeting\*\***

From the Secretary: Thank you all for the honor of allowing me to be a part of one of the best groups I have ever had the pleasure of serving with. It is hard to leave but it is time for the reins to be passed and Mentone to move forward with a fresh perspective.

See you around the neighborhood.

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