

WHHOA Board Meeting Minutes

April 11, 2022, 7:00 PM

In Person at Clubhouse

Board Member Attendees: Bill Logan, Vice President; Patricia Ryan, Secretary; Finis McCarver, Director

Absent: Phil Ladin, Jeff Rooks

Committee Member Attendees: Whitney Meyer, Dorothy Minter, Deborah Ladin, Steve Milby; Steve Ryan

Community member attendees: 0

- I. Call meeting to order/Agenda overview
- II. Public Comment: No public comments
- III. Consent Calendar
 - A. Approval of previous minutes- Minutes of the March 2022 board meeting were approved unanimously by 3 voting board members present.
- IV. New Business:
 - a. The board regretfully accepted the resignation of Phil Ladin, president of the board. We thank him for his guidance and dedication over the past year.
 - b. Steve Ryan was nominated from the floor to join the board of directors.
 - c. A vote was held to fill the president's position. Steve Ryan was unanimously elected to be president of the WH board. Steve had been vice-president during 2021. He agreed to assume the position for the remainder of 2022.
 - d. The board will investigate future acquisition of a Zoom account, as the account previously utilized belonged to Phil Ladin.
 - e. The board discussed outstanding, long term delinquencies of yearly dues and agreed to proceed in processing those delinquencies in accordance with section 3.05(b) of the West Hampton HOA Covenants.
- V. Financial Report-Jeff Rooks. Report below (provided after the meeting)
- VI. Committee Reports
 1. Pool-Dorothy Minter chair.
 2. Welcome -Whitney Meyer chair.
 3. Landscape- Bill Logan chair. Report below
 4. ACC-Bill Logan chair.
 5. Tennis- Jamey Linard chair. Report below
 6. Social-Debbie Ladin chair.
 7. Clubhouse- Steve Ryan chair. Report below
 8. Playground:
 9. Home Rental Limitations: Steve Milby, Chair
 10. Fines:
- VII. Old Business

No Old Business

- VIII. Meeting adjourned at 8:00 pm.
- IX. The next Board meeting will be Monday, May 9, 2022

- X. Minutes written by Patricia Ryan

Reports:

Financial:

**West Hampton HOA
2022 Operations Budget Analysis**

March

	2022	2022	2022	2022	2021	2020
Income	<u>Annual</u>	<u>Jan-Mar</u> <u>Actual</u>	<u>Jan-Mar</u> <u>Budget</u>	<u>Jan-Mar</u> <u>Variance</u>	<u>Jan-Mar</u> <u>Actual</u>	<u>Jan-Mar</u> <u>Actual</u>
Assessment Revenue	\$150,560	\$66,630	\$74,780	(\$8,150)	\$69,788	\$68,356
Other Revenue	<u>\$5,500</u>	<u>\$2,244</u>	<u>\$600</u>	<u>\$1,644</u>	<u>\$470</u>	<u>\$2,014</u>
Total Income	\$156,060	\$68,874	\$75,380	(\$6,506)	\$70,258	\$70,370
Expenses						
General & Administration	\$20,171	\$4,071	\$4,600	\$529	\$4,511	\$3,880
Taxes & Insurance	\$9,675	\$75	\$75	\$0	\$75	\$75
Recreation	\$34,960	\$10,906	\$10,934	\$28	\$10,356	\$8,859
Landscaping	\$40,979	\$4,997	\$6,495	\$1,498	\$4,778	\$8,460
Utilities	\$21,790	\$3,068	\$3,352	\$284	\$4,262	\$2,845
Maintenance & Services	<u>\$5,300</u>	<u>\$3,057</u>	<u>\$849</u>	<u>(\$2,208)</u>	<u>\$819</u>	<u>\$179</u>
Total Expenses	\$132,875	\$26,174	\$26,305	\$131	\$24,801	\$24,298

West Hampton HOA
2022 Capital Projects Status Update

MARCH

	<u>Budget</u>	<u>Actual Cost</u>	<u>Status</u>
• Replace One Pool Pump	\$2,500		Pending
• Repair Pool Deck	\$3,000		Pending
• Resurface Lower Tennis Courts	\$13,195		Pending
• Replace Westwood Entrance Sign	\$3,600	\$2,297	In Progress
• Replace Pool Gate Security System	\$4,900	\$6,400	Complete
• Install Dedicated Power at Pool Deck	\$3,100	\$1,814	Complete
• Remove Trees, Stumps & Roots Next to Clubhouse	\$4,000	\$5,100	Complete
• Replace Walkway to Patio Area	\$4,100		In Progress
• Replace Pool Furniture	\$20,000		Pending
• Retention Pond Maintenance		\$2,800	Complete
• Install New WIFI System In Clubhouse		\$3,442	Complete

TOTAL \$58,395 \$21,853

Amount paid to Heritage:

2022	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total	
Monthly Management Fee	738	738	738										2,214	
Postage Reimbursement	202	146	57										405	
Office Supplies (includes invoices)	49	251	40										340	
Photocopying Charges	219	39	11										269	
Web Portal Access Fee	60	60	60										180	
Record Storage Fee	9	9	9										27	
Georgia Corporate Annual Registration	75	0	0										75	
IRS 1099 Form Preparation	0	270	0										270	
Reimburse Collection Fees Paid To WHHA By Delinquent Homeowners	0	0	0										0	
Monthly Total	1,352	1,513	915	0	0	0	0	0	0	0	0	0	3,780	
2021	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total	
Monthly Management Fee	632	632	632	632	700	700	700	700	700	700	700	700	700	8,128
Postage Reimbursement	22	290	207	183	245	138	117	162	319	226	343	83	2,335	
Office Supplies (includes invoices)	12	251	50	44	206	37	35	47	61	53	75	24	895	
Photocopying Charges	3	74	258	7	6	6	6	7	258	8	256	3	892	
Web Portal Access Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	
Record Storage Fee	9	9	9	9	9	9	9	9	9	9	9	9	108	
Georgia Corporate Annual Registration	75	0	0	0	0	0	0	0	0	0	0	0	75	
IRS 1099 Form Preparation	0	270	0	0	0	0	0	0	0	0	0	0	270	
Reimburse Collection Fees Paid To WHHA By Delinquent Homeowners	0	0	25	100	0	25	100	25	25	0	0	25	325	
Monthly Total	753	1,526	1,181	975	###	915	967	950	1372	996	1383	844	13,028	

West Hampton Homeowners Association, Inc.

Balance Sheet For 3/31/2022

Cash		
Operating Account - Trust	\$46,813.29	
Total Cash		\$46,813.29
Cash-Reserves		
Reserve Account - Trust	\$173,752.84	
Total Cash-Reserves		\$173,752.84
	Total Asset	\$220,566.13
<hr/>		
Liabilities		
Collection Fees Payable	\$4.00	
Prepaid Dues Payable	\$16,789.77	
Total Liabilities		\$16,793.77
Reserves		
Reserves - General	\$173,752.84	
Total Reserves		\$173,752.84
Equity		
Prior Years' Net Income	\$22,433.53	
Net Income (Loss)	\$7,585.99	
Total Equity		\$30,019.52
	Total Liability / Equity	\$220,566.13

Clubhouse:

Clubhouse Committee Report April 2022, Board Meeting

1. Work was completed on the clubhouse sidewalk replacement by Arbor Hills on Friday April 9, 2022. Waiting for the final invoice/payment receipt to submit for reimbursement.

2. We received notification that all but one of the backflow preventer valves passed their annual testing to meet county requirements. The backflow valve for irrigation at the Burnt Hickory entrance failed its test. No immediate cause for the failure was determined. We have flushed several hundred gallons of water through the valve and on Tuesday April 5th. I submitted a request for a retest by Psycho Plumbing. If this test fails, we will be required to replace the backflow preventor valve and retest the valve again. No date is assigned for the retest but it has been added to the schedule according to their office manager Jennifer Dexter. (770-614-9032) Stephen Ryan, Clubhouse Committee Chair westhamptonclubhouse@gmail.com

Landscape:

Property Line, our new landscape company, appears to be working well. There have been a few compliments from residents as to the look of the landscaping.

Social: Please contact Deb Ladin directly with any questions regarding social events. Most times, Heritage will not be able to answer questions. DeborahM@ladinlaw.com

Tennis:

Spring is here and time for tennis. The men's Alta team is underway, and the weather is becoming ideal for hitting the courts. I have been in contact with Talbot tennis and the bottom 2 courts should be resurfaced sometime in April. I look forward to seeing the finished product and think we'll have beautiful tennis facilities for years to come. Nothing else major to report at this time and as always, I look forward to seeing you at the courts.

Sincerely,

Jamey Linard...

Welcome:

2 homes have been listed for sale:

3570 W. Hampton Dr., Sale Pending

350 Battle Woods Trl

Pool:

Final cost of new pool furniture \$22,236.34. The approved budget estimate for this was \$20,000 and will need Treasurer approval for the additional \$2,236.34.

The lower door used to enter the bathrooms has been found unlocked a few times. The president will contact those with keys to remind them to lock the doors after any activity.

As of May 1, the swimming pool will be open for use and the lower doors will be accessible with key cards for from 7 AM to 11 PM.

Rental Restrictions:

The Rental Committee has provided the Board of Directors with the proposed wording change to our covenants to place restrictions on home rentals for those homes sold after the covenants are amended. The proposed change is being reviewed by our HOA attorney for compliance with state law and good HOA practices. A special community wide vote will be announced and held in the coming months, in accordance with our covenants and bylaws, to either approve or disapprove this change.