



WHHOA Board Meeting Minutes

December 12, 2022, 7:00 PM

In Person at Clubhouse & Via Zoom Video Conference

Board Member Attendees: Steve Ryan, president; Jeff Rooks, Treasurer, Patricia Ryan, Secretary; Finis McCarver, Director

Absent: Bill Logan

Committee Member Attendees: Steve Milby

Community member attendees: Eric Vaughn

I. **Call meeting to order/Agenda overview**

II. **Public Comment:** None

III. **Consent Calendar**

A. **Approval of previous minutes-** Minutes of the **November 2022** board meeting were approved unanimously by board members present.

IV. **Financial Report-**Jeff Rooks. See report below

V. **Committee Reports**

1. **Pool-**
2. **Welcome** –Whitney Meyer chair.
3. **Landscape-** Bill Logan chair. See report below
4. **ACC-**Bill Logan chair.
5. **Tennis-** Jamey Linard chair.
6. **Social-**Debbie Ladin chair.
7. **Clubhouse-** Steve Ryan chair. See report below
8. **Playground:**

VI. **Old Business**

- a. At the November meeting, the board president was asked to contact our legal counsel for his interpretation of the Articles of Incorporation in reference to use of common areas for financial gain (i.e. soliciting memberships, sales events).

Follow-up with the Association's attorney validated that it would be inappropriate for individuals or any business entity to use common area amenities to support any income generating venture of any sort.

The real threat is one of liability that would likely extend far beyond what our insurance carrier is currently covering. Additionally, and specifically if the amenities are opened up for use to generate personal income, it can open the door for anyone to claim the amenity is being used as a “for profit” business challenging the classification of the Association’s “not-for-profit” status. Additionally, our liability insurance is based on the terms of our “not-for-profit” status and the activities that are allowed as Association member owners of the amenities. Violating these rules or regulations could invalidate the terms of our insurance and could even open us up to things like ADA regulation which we are currently exempt from.

Examples of what is acceptable and not acceptable:

- a) *Using the Pool for the swim team and charging a fee for children from outside the WH community is acceptable because no individual or private business is profiting. The charges go to the West Hampton general fund to offset, to some extent, the cost of maintaining and operating the pool. Our liability insurance supports this activity and is reviewed every year.*
- b) *Using the Tennis courts for league play is similar. Monies generated from the league play go to the WH general funds to help offset the cost of upkeep and maintenance of the tennis facilities. Our liability insurance supports this activity and is reviewed every year.*
- c) *An Association member wants to provide tennis lessons to their children and hires an outside professional to give lessons using the WH courts. This is allowed because the courts are in fact owned by the Association member, assuming they are in good standing, and they can use the courts as they please. Their annual assessment provides the monies to keep and maintain the courts. Payment for lessons is a private negotiation between the Association member and the teacher. Our liability insurance supports this activity and is reviewed every year.*
- d) *An Association member wants to provide tennis lessons to their children and hires an outside professional to give lessons on the WH courts but, the Association member invites children from outside the WH subdivision to share in the lesson time at their expense or even if the Association member pays for it. **THIS IS NOT ALLOWED** because now the courts are being used by the professional to teach children from outside the WH Association. This opens a liability to offer lessons to the general public (non-association members) and generates a profit for teachers at the expense of the dues paying Association members. This potentially changes the category of use from a business perspective and a liability perspective for the Association.*

VII. New Business

A. Candidates for WH Board of Directors

Nominations have been accepted and sent in for ballot development and distribution. We have 8 nominees for seven board positions.

This is a great problem to have. The nominees will appear in alphabetical order on the ballot as below with instruction to circle seven (7) names:

- 1) James Fudge,
- 2) Bill Logan,
- 3) Steve Milby,
- 4) Franco Minton,

- 5) Josh Orton,
- 6) Jeff Rooks,
- 7) Steve Ryan,
- 8) Jennifer Taylor

B. **Homeowners** received a letter from Heritage requesting, if their homes are being rented, that they provide the board with a copy of the lease/rent agreement showing the names of the Leasers/renters and providing verification that the rent/lease duration is at least 12 months. This is required per the HOA Covenants Section 6.21 and the “Administration Requirements for Leasing or Renting” section I(a)(b)(c)(d). and “Fines Procedure” Section III(2). These are all in the amendments of the Covenants at the front of the Covenants.

To date, only one has submitted this information. Those who did not are in violation of the rental provisions outlined in the POA. The board will decide what action needs to be taken to encourage the homeowners to comply with the mandatory requirements.

C. Estimate for the excavation behind the pool house to stop room flooding

See Clubhouse report below

D. Repairs to clubhouse window See Clubhouse report below

E. Re-slinging of Pool Patio Chairs See Clubhouse report below

F. The board Thanked Whitney Meyers for her volunteer work as the Welcome Committee. Whitney & Tim will be moving soon. The board wishes the Meyers family the best in their new home.

G. Still need a Pool Committee

VIII. Meeting adjourned at 7:50 pm.

IX. The next Board meeting will be **January 9th, 2023**

X. Minutes written by Patricia Ryan

West Hampton Homeowners Association, Inc.

Balance Sheet For 11/30/2022

Cash		
Operating Account - Truist	\$26,613.48	
Operating Account - Alliance	\$775.01	
Total Cash		\$27,388.49
Cash-Reserves		
Reserve Account - Truist	\$133,990.59	
Total Cash-Reserves		\$133,990.59
	Total Assets	\$161,379.08
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Liabilities		
Collection Fees Payable	\$4.00	
Prepaid Dues Payable	\$4,265.35	
Total Liabilities		\$4,269.35
Reserves		
Reserves - General	\$133,990.59	
Total Reserves		\$133,990.59
Equity		
Prior Years' Net Income	\$22,433.53	
Net Income (Loss)	\$685.61	
Total Equity		\$23,119.14
	Total Liabilities / Equity	\$161,379.08

November

	2022	2022	2022	2022	2021	2020
Income		Jan-Nov	Jan-Nov	Jan-Nov	Jan-Nov	Jan-Nov
	Annual	Actual	Budget	Variance	Actual	Actual
Assessment Revenue	\$150,560	\$149,053	\$150,560	(\$1,507)	\$155,894	\$146,708
Other Revenue	\$5,500	\$9,049	\$5,300	\$3,749	\$7,387	\$5,377
Total Income	\$156,060	\$158,102	\$155,860	\$2,242	\$163,281	\$152,085
Expenses						
General & Administration	\$20,171	\$24,616	\$18,761	(\$5,855)	\$17,510	\$13,985
Taxes & Insurance	\$9,675	\$7,653	\$9,675	\$2,022	\$9,410	\$17,587
Recreation	\$34,960	\$38,512	\$33,348	(\$5,164)	\$28,916	\$29,400
Landscaping	\$40,979	\$31,764	\$38,481	\$6,717	\$33,825	\$33,273
Utilities	\$21,790	\$17,929	\$20,442	\$2,513	\$20,618	\$22,078
Maintenance & Services	\$5,300	\$5,200	\$5,113	(\$87)	\$1,238	(\$2,578)
Total Expenses	\$132,875	\$125,674	\$125,820	\$146	\$111,517	\$113,745

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2022	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Monthly Management Fee	738	738	738	738	738	738	738	738	738	738	738	738	8,118
Postage Reimbursement	202	146	57	214	225	263	809	934	130	131	656		3,767
Office Supplies (includes invoices)	49	251	40	64	259	80	370	281	43	49	222		1,708
Photocopying Charges	219	39	11	7	16	11	388	406	8	37	625		1,767
Web Portal Access Fee	60	60	60	60	60	60	60	60	60	60	60		660
Record Storage Fee	9	9	9	9	9	9	9	9	9	9	9		99
Georgia Corporate Annual Registration	75	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		270
Reimburse Collection Fees Paid To WHHA By Delinquent Homeowners	0	0	0	0	0	175	100	25	0	150	100		550
Reimburse Labor to Research Deed	0	0	0	0	0	0	100	0	0	0	0		100
Stop Payment Fee for Vendor Check	0	0	0	0	0	0	0	40	0	0	0		40
Monthly Total	1,352	1,513	915	1,092	1,307	1,336	2,574	2,493	988	1,174	2,410	0	17,154

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	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

West Hampton HOA
2022 Capital Projects Status Update
NOVEMBER

	<u>Budget</u>	<u>Actual Cost</u>	<u>Status</u>
• Replace One Pool Pump	\$2,500	\$13,000	Complete
• Repair Pool Deck	\$3,000		Cancelled
• Resurface Lower Tennis Courts	\$13,195	\$8,281	Complete
• Replace Westwood Entrance Sign	\$3,600	\$2,297	Complete
• 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	\$9,232	Complete
• Replace Pool Furniture	\$20,000		Cancelled
• Retention Pond Maintenance		\$2,800	Complete
• Install New WIFI System In Clubhouse		\$3,442	Complete
• Replace Privacy Fences for A/C Units & Trash Cans		\$ 3,740	Complete
TOTAL	\$58,395	\$56,106	

Clubhouse Report

1. Repairs to the curved clubhouse window at the West end and repainting of the ceiling over the stairs and the west interior wall has been completed. Total Expense \$5,750.17
2. Huge thank you to Deb Ladin and the members of the social committee as well as others who donated their time and talents decorating the clubhouse for the Christmas season. Breakfast with Santa was held on December 3rd and as always was a huge success. The clubhouse looks absolutely fantastic and the best I remember it looking since I've been here. Thank you again to all who helped!!
3. We have two security cameras that have failed and will need to be replaced. One at the clubhouse and one at the pool area. I will price these out for purchase in the 2023 fiscal year. Both cameras are beyond the warranty period so are not returnable.
4. We will be letting the contract for painting the exterior of the clubhouse after the first of the year and getting that work on the winter schedule.

Stephen Ryan,

Clubhouse Committee Chair

westhamptonclubhouse@gmail.com

Pool Report

1. Follow-up on pool leak status – It has been determined that two of the skimmer boxes have cracked from settling and account for the largest portion of the water leaking from the pool. Leakage was determined to be approximately ¾" per day with the pool filled to the proper level in the skimmers. This accounts for thousands of gallons of water a week being lost. Nautix will be providing estimates for replacement of the two skimmer boxes known to be leaking and a third that is suspected of some small contribution. The work for the damaged boxes will require cutting the two damaged skimmers out, replumbing and setting new skimmer boxes in place. This work generally costs between \$1,500 and \$2,000 per skimmer. We will be presenting the work scope and proposed cost to the board as soon as we receive the formal estimate.
2. We have had an external inspection performed by a landscape architect with a specialty in hydrology. He pointed out that the ground level on the back side of the pool house has risen over the years to where it is above the floor level of the pool house. This allows water coming down the hill to saturate the soil along the pool house and seep in along the sill for the wall. He stated that this saturation can be from rain or any source of water from up on the hill, like runoff from plant and grass watering, and could show up days after the wetting takes place up above. He recommends that the area around the pool house be dug down to well below floor level and that it be backfilled with non-decorative rock to allow water to naturally drain off to the sewer drain located in the yard area behind the pool. The current estimate for the minimal repair is \$1,100. This is up for board approval for early next year.

3. Re-slinging of the pool chairs is complete. We have 29 chairs that have been refurbished with the exact same material that is on the lounge chairs, so everything now matches. This material is much better quality than the original material. Additionally, we have replaced all the bottom slides on the chairs and all of our tables. Total cost came out to \$179 per chair for a total of \$5,193.30. We will be looking to supplement the area with some additional low seating chairs to replace the ones damaged and thrown away.
4. We are still in need of someone to step up to organize and chair the Pool Committee to ensure the pool is ready for next summer. Time is running out to get the things done that need to be completed before opening the pool in April-May. The board relies on community support to keep all of our needed committees staffed and functioning. Without them we cannot provide the necessary services without adding great expense to the homeowners.

Stephen Ryan,

Acting Pool Committee Chair
westhamptonclubhouse@gmail.com

Landscape

Winter seasonal plants are in so things should be slowing down.

ACC

Heritage was contacted about the covered cars. It was recommended that we send new photographs and they will mail letters during Dec & Jan to keep the flow going. I did stop by 3550 WH to talk about the railing prior to flying out but no one was there. Josh Orton is traveling and will not make tonight's meeting in my place.

Tennis

Happy holidays to all,

We're closing in on another year and a productive one from a tennis standpoint. Alta teams collected nearly a thousand dollars this fall in dues and all 4 courts received a facelift with new benches and nets all the way around. It's been a good year and our courts look great.

For the upcoming year I would recommend having the tennis deck refurbished. The deck needs a new paint job and several boards need to be replaced. The cost shouldn't be too severe and with the board's approval I'll reach out to a few companies to see what they can do. I would recommend doing it after winter, sometime in early spring. I have also reached out to a couple of companies in regard to having pickle ball lines painted on the two lower courts. I haven't received a formal quote yet but when I do, I'll submit to the board and we'll go from there. Winter is typically a down time for tennis, so we have a few months to get things ready. Hope all are well and as always I'll see you at the courts.

Jamey Linard...

Welcome Committee: No report submitted