

## HPCA July 1, 2025 Board Meeting

Location: Judy Black's house - 3712 Frederica Road

Time: 7:00pm

Attendees: Judy Black, Brooke Pine, Sandhya Krishnamoorthy, Lilly Melcher, Marla Eason (all virtual)

Absent: Erik Larsen

### Agenda:

1. Call to order at 7:01
2. Approval of minutes from June 10, 2025 meeting. Motion to approve from Brooke, second, Sandhya) Vote: unanimously approved
3. Secretary's report – Judy
  - a. New Business
    - i. Corrected Turner family email (non-resident S/T member)
    - ii. Posted approved May Board meeting notes to our website
      1. Forgot to remove "Draft" watermark. Was unable to figure out (yet) how to take down that version and re-upload without watermark.
    - iii. Submitted draft of June Board meeting minutes to the Board for review
    - iv. Added Marla's email regarding HOA property line to the folder "Historical Items" on our Google Drive
    - v. Sent Mayor Salter a request to include our openings for non-resident members in her Mayor's message. Included 3 photos for her to use (swing, pool and courts)
  - b. Old business
    - i. Looked into how to provide access to Board members to the G Drive without sharing the PW which would entail MFA (could not find a way around the MFA issue). Each folder needs to be shared, then Board members would log into their own G drive and see the folders under "shared with me". Need a decision on whether all folders should be shared (I think so). Board members would need to have a gmail account (?) (free). **(go ahead and share) Lock down the membership file to just the Treasurer.**
    - ii. Sent Brooke Zelle QR code for sign reimbursement
    - iii. Montgomery's - 3580 Hermitage - returned previous owners fob and key. They intend to join when their kids are older (maybe next year)
    - iv. Are the following items on our project list (from June meeting notes)?

1. Decide whether we need and can afford to replace worn Membership drive signs, well before next years' drive.
2. Investigate potential property issues with gazebo and picnic area
3. Explore existing resources for new homeowner packet
4. Lilly checking with potential accountant to do our taxes
5. Find out if the irrigation at the community entrances are on auto
6. Link to the project list provided by Erik.  
<https://docs.google.com/spreadsheets/d/1UrxomWixUJXk-M4s0PbtYu8ytLCzSGczS9oS2gpzlw/edit?gid=1152239171#gid=1152239171>
  - a. Board did not have time to review the project list at this meeting.

4. Communications Committee – Rhiannon
  - a. Judy spoke with Rhiannon prior to sending out Kids Glow party email
5. Membership report – Group
  - a. Voting on new submissions...
    - i. Kayla and Mary English have been voted on, approved and payment received. Need to get them their fob and key.
    - ii. Discuss further if there is a smoother way to accept applications for non-residents and then get their payment. We should be able to send to general HOA email to express interest. Then we can check to see if we have space, then we will get the application and payment. This was placed on the project list.
  - b. Discuss one previous members resistance to paying a late fee.
    - i. We are only on our second year of requiring late fees. Last year, the \$25 late fee was collected from about 8 residents. This year, only 2 members were late. The Board believes that we adequately communicated the existence of the late fee, but maybe not the reasoning for it. We don't want the late fee money, we want people to pay on time so that additional pressure of fob activating and deactivating is not put on the HOA volunteers.
    - ii. Judy motions to waive late fees this year and refund the one that was already paid, but next year emphasize the reasoning behind the late fee. Second - Marla. Vote: unanimously approved
  - c. Brandon Case said he would activate 10 FOBs today (7/1) to have ready for some of the likely new outside members and the McClay family. Erik Larsen put 3 rows in the Membership spreadsheet to track these standby FOB ids. Judy now has the extra keys and activated fobs.
  - d. Erik Larsen: At some point, I'd love to send a **thank you email** to some folks who helped recently. Judy for pressure washing the pool, Brandon Case for helping with the gate, Talli Boots for painting the bathroom doors, and Kathryn Stempler for joining the S/T committee (plus others I'm missing!). We could also use it as a reminder to let folks know we could

use additional volunteers for beautification, membership, and S/T! I'm happy to draft it.(Placed on project list.)

6. Treasurer's report – Brooke

- a. Discuss bid from CPA to do our taxes this year (Steve Rea, one of our neighbors, cost @ \$475 - \$575)
  - i. Need to find a line item to put it under on the budget
  - ii. Motion to approve hiring accountant - Brooke, Lilly second. Vote: unanimously approved
  - iii. Lilly will get the info to him
- b. Playground repair - Member says they are still owed money for the playground repairs. An invoice is needed to enable us to pay. After discussion and quick research it became apparent that both sides may be confused about which repair this is for.
  - i. Lilly to look for documentation on what we already reimbursed.
  - ii. Brooke to research as well to see if there is a more recent invoice.
  - iii. Lilly found documentation on payment for a 2024 repair. For that reimbursement a check had to be written because of Zelle limitations. So a paper check was cut on April 30, 2024. \$468.98 (supplies for refinishing?) There may be a 2025 reimbursement that is due.
- c. Brooke had to reset mobile banking due to phone loss
- d. Payment to Gail for 2 new residents - still due, needs Gail's phone number (provided at the meeting)
- e. Will send out updated financials later this week

7. Beautification Committee – Need resident volunteer

- a. June 19 - corresponded with Suzzette. She is going to email us the tasks, timing (when you do them) and how long they take. She has some supplies that she offered to drop at my house. I'll store them until we see if we can put them in the pump house.

8. Social Committee - Amy LiCausi

- a. 2nd annual kids glow party July 12
- b. Would like to gauge interest in pickle themed pickleball tournament - all ages

9. Swim/Tennis Committee – Erik

- Erik Larsen: The first two lounge chairs showed up! They look great. The rest of the chairs are supposed to show up this week. Would somebody mind checking in with Chasey from Palm Casual Furniture? Her number is 678-697-6491. Judy will call her. (Judy called - being delivered 7/10 - Judy will meet them at the pool.)
- Brooke will check on the supplies this weekend (Sat)

10. President's report – Group

- a. No items submitted for discussion

11. Call to adjourn: Lilly motion, 2nd - Marla. Vote: unanimously approved 20:06

Next Board Meeting Date: August 5th, 2025 (Lilly's house)