

Mountain Brook Community Association, Inc.
Minutes from February 5, 2003

The meeting was called to order by Andy Chabelal, President. All board members and Bob Seaman were present for the meeting. The minutes from the special meetings held on January 15 and 18 were read and approved.

Andy Chabelal had obtained some of the Association records from the previous recording secretary Will Dawes and transferred them to Fran Childress, current recording secretary. Still to be delivered are records for 2001 and 2002.

- Andy Chabelal and Bob Seaman reported on the most recent meeting with the attorney. Collections have been made on all but four overdue accounts.
- Andy Chabelal presented a summary of the goals for this year's board (see attached).
- Bob Seaman was asked to provide a monthly financial report to the board detailing the income and expenditures to the budget and a separate summary of specific expenditures. He agreed to provide the information for January before the next meeting. Bob explained that there would be a one-month lag because of the timing of the bank statement and the board meeting.
- Fran Childress reported that it will cost approximately \$110 to publish each newsletter. The Board hopes to publish a newsletter by early March. Members with covenant violations will have a separate letter included with their newsletter.
- The Board discussed landscaping costs and issues. Mike Liska, landscape committee chair, recommended that the Board re-bid the work for this year. Members were asked to bring names of potential landscape service bidders to the March meeting. Mike Liska reminded the Board that the contractor must be licensed and bonded.
- Bob Seaman provided a verbal financial report. The Association currently has approximately \$32,000 in the bank and another \$8,700 is being moved from the trust account set up for overdue collections. Bob also reported that he pre-paid some of the first quarter expenses for tax reasons.
- Andy Chabelal asked the members to come prepared to discuss spending priorities at the March meeting. Potential areas of consideration include extending the sprinkler system, repair and staining of the fence along Mountain Brook Blvd., and significant swimming pool maintenance.
- The Board is considering establishing a web page to increase communication within the community. Mark Thompson lead the discussion regarding potential information to be included. He will continue to research the technical aspects and cost of establishing a web page.
- Andy Chabelal provided the board members with a copy of a letter from one of the Association residents. The letter included recommendations for Board actions. It was proposed and seconded that the Board take no action on the recommendations until they could be further studied. The motion was approved.
- Andy Chabelal reported that he has not yet completed the draft letter to residents regarding the violations identified by the board on January 18. It was proposed that the letter be from the "board as a whole" rather than from the president or other board member.
- Other issues discussed were the need to have the clubhouse carpet cleaned, the purchase of a runner to protect the carpet in the main traffic area and the purchase of a secure file cabinet to store the Association records at the clubhouse. Phil Copeland was authorized to have the carpet cleaned.

The meeting adjourned at 8:00.

Minutes prepared by Fran Childress, Recording Secretary