

Elizabeth Townes Board of Directors Meeting
Tuesday, January 20th, 2009
6:28pm

Directors attending: Samantha Corning, Gwen Crawford, Barbara Gillis, Ginger Hall, Mary Lennert, LaDonna Walden
Hawthorne Management, Angie Baxter in attendance
Minutes taken by: Samantha Corning

Call to Order

Meeting called to order at 6:28 PM by outgoing President, Barbara Gillis

New Board Positions

Motion to accept:

LaDonna Walden: President
Barbara Gillis: Vice President
Mary Lennert: Treasurer
Samantha Corning: Secretary
Gwen Crawford: at-large
Ginger Hall: at-large

Motion 2nd

All in favor

Financials

Financials were reviewed. Outstanding delinquencies was noted as \$7384.46

Motion to accept December 2008 financial statement

Motion 2nd

All in favor

Old Business:

Timothy Court Sewer

Board will schedule the jetting of the lines 2 times a year, long term. This is an acceptable approach as stated by the contracting companies that have reviewed the damage and do not see the need to do the complete repair. We will continue to monitor to assure the damage does not get any worse.

Timothy Court curb repair

Two bids received thus far. Board requested clarification from one contractor regarding repair dimensions and whether work will be guaranteed for a certain time period. Potential start date for project is early spring.

Retention Ponds

Board is requesting a quote, from AA TexLawn, to determine the cost of maintaining the retention pond overgrowth, grading and the application of rip-rap at current overflow

drainage locations.

Entrance Caps

Board was presented with two design options. Work to be completed early spring.

Motion to accept design option 2

Motion 2nd

All in favor

Terminex

Board reviewed plan to continue yearly maintenance with Terminex at a cost of \$24.00/unit/year for the 2009 calendar year. Late charges have been applied to those units that have failed to pay the 2008 Terminex Special Assessment thus far.

Tree for 9714 Elizabeth Townes Lane

Tree will be replanted with a mini crepe myrtle.

New Business

Garbage Can Violations

Board decided on protocol to handle residents who do not abide by the community Handbook guidelines with regards to Garbage can rollout. 1st violation will result in a letter being placed on the residents garbage can highlighting the proper times to place/remove cans to/from the curb. 2nd violation will result in a letter sent from Hawthorne Management. 3rd violation will result in the resident appearing before the Board for a hearing.

Lift Station

Community is running on 1 pump again. Need to replace the broken pump immediately. Board will send a flyer out to all residents highlighting what can/cannot be flushed in the sewer system.

Motion to accept

Motion 2nd

All in favor

Pressure Washing

More estimates needed before decision can be made. Will be revisited at later date.

Community walk-through date

Tabled until February 2009

Elizabeth Townes website

Board requested a redesign. Will be implemented early February.

Guest Parking

Will be discussed in more detail during February board meeting. Reviewing the rules for those residents who may come home at lunch and whether they should be permitted to park in guest parking for the 40 minute duration they are home.

2009 Goals

Fix Entrance Caps

Maintain lift stations

Communication to residents

Next Meeting

February 17th, 2009 @ 7 PM

Adjournment

Meeting adjourned at 8:45 PM