

Elizabeth Townes Board of Directors Meeting
Tuesday, March 3rd, 2009
7:45pm

Directors attending: Samantha Corning, Gwen Crawford, Barbara Gillis, Mary Lennert, LaDonna Walden
Hawthorne Management, Angie Baxter was not in attendance
Minutes taken by: Samantha Corning

Call to Order

Meeting called to order at 7:45 PM by President LaDonna Walden

Opening Statement by President

President has reviewed Roberts Rules of Law and determined the following:

- a.) Changes to minutes can be approved during the meeting process as long as the minutes reflect a change was made during the official meeting.
- b.) Monthly financials do not need to be approved. They must be reviewed.
- c.) If the board consists of fewer than 12 members motions made during the meeting process do not need to be second.
- d.) Chairman of the board can make a motion and vote on all motions. Chairman can also make or break a tie vote. This has been confirmed by Tim Sellars, a lawyer. A legal document with these details will follow.

Meeting Minutes

February meeting minutes will be reviewed by each board member, then approved and posted to the web in the near future.

Financials

Nothing to add to financials at this time.

Old Business

Timothy Court Curb

This repair has been completed. The board is pleased with the workmanship.

Entrance Caps/Curbside Repairs

Board waiting to see brick sample that matches current bricks on pillars. As soon as brick is approved, the work will begin.

Lift Station Pumps

AquaTrol is monitoring lift station 3 times per week at an additional cost to the community. Carolina Lift Station needs one more measurement, which will take place March 4th, 2009. Once this has been completed Carolina Lift Station will begin to add the new style of pump to the lift station.

Pressure Washing

Board is still looking for additional estimates for this procedure. In the meantime, the board plans to schedule a Community Clean-up Day. More details will follow.

Installment Payment Agreement (IPA)

Board received an IPA request from current homeowner. The outstanding balance is \$1835.96. Hawthorne Management will inform homeowner of their decision.

New Business

Last Community Audit

Board received a request for a copy of the 2007 community audit. Hawthorne Management will provide the audit to the homeowner.

Newsletter

Motion to accept Gwen Crawford as Newsletter chairman.

Motion second

All in favor

All board members will contribute articles to the newsletter and each will approve the entire content prior to printing. Next newsletter will be available to the community early April.

Violation Notices

Standard community violation notices will be emailed directly to Hawthorne Management and copied to the board President.

Board members have been reminded that violation notices, associated with garbage cans, are to be placed only on the can itself.

311 Information

Initial discussion on issues concerning animal control.

Next Meeting

March 24th 2009 at 7:00 PM

Adjournment

Meeting adjourned at 8:40 PM