

Approved

**Royal Pines Homeowner's Association, Inc.**  
**Board Meeting Minutes**  
September 13, 2010

**I. Establish Quorum**

A quorum was established with the presence of: Claude Abbott, Tom Bass, Frank Long and Peter Smith. Absent: Rick Jarvis

Attending on behalf of MAY Management Services: Tim Hutchison and Janette Cilliers.

**II. Call the meeting to order**

The meeting was called to order at 9:00 am.

**III. Approval of Minutes**

Frank Long made a **motion** to approve the 6/14/10 Board meeting minutes as corrected. Claude Abbott seconded and the **motion** carried unanimously.

**IV. Treasurers Report**

Tim Hutchison reported and summarized the financial report for the Board as of 7/31/10.

Operating	\$33,281.
Reserves	\$176,651.
Cash Replacement	\$75,736.
CD's	\$93,386. – \$24,000. CD is coming due for renewal in October.
YTD Positive Variance	\$10,542.

**V. New Business**

- a. Arbor Painting at Entrance (vote required) – There was discussion on refurbishing the arbors at the entrance. There were 3 bids that were about the same with the exception of one who did not include the fence. The Board decided to accept Edwin Sevilla's bid and have him do the work as soon as the issue with his contracting license is cleared up. Claude Abbott made a **motion** to accept Edwin Sevilla Construction's proposal for the painting of the two arbors at the entrance of the community. Frank Long seconded and the **motion** carried unanimously.
- b. 2011 Budget Workshop(s) – 2011 Budget Approval Meeting – November 15, 2010 (Monday) 9:00 a.m. – There was a discussion regarding the budget meeting. The board suggested that Frank Long should be involved. Tim Hutchison stated that the budget process has begun. He is receiving information from the accounting office to input into the draft.
- c. 2010 Annual Meeting – December 13, 2010 (Monday) 6:00 p.m. – This date will have to be changed. It will need to be rescheduled to Tuesday the December 14, 2010 at 6:00 p.m. The Board stated that they would like Rick Jarvis to have these dates to put on the Royal Pines website.

**VI. Old Business**

**VII. Committee Reports**

- a. Architectural Review Committee – Report attached. The Board reviewed the report. Peter Smith made a **motion** to accept the ARB report as progressive. Frank Long seconded and the **motion** carried unanimously.

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b. Landscape –

1. Fountain – refurbish and maintenance- there was discussion regarding the purchase of a new fountain. The quote from Concrete Creations was \$4,012.50 for a new fountain with an 8 ft. base and that price does not include auto fill, the electrical work or the meters. The meters would be additional estimated cost of \$2,000.00 to 2,500.00. Tim is going to talk with Scott to get a price on the auto fill. They will allow \$500.00 for the old fountain. The concept is to go from irrigation to city water. There was discussion regarding the cost of the water for the fountain if it is hooked up to city water. There was additional discussion on the cost of the complete installation of the fountain. The Board agreed that there was a need for a new fountain and the cost is not to exceed the bottom line cost of \$7,000.00. Frank Long made a **motion** to approve the 4-tiered fountain proposal up to, but not to exceed \$7,000.00. Claude Abbott seconded and the **motion** carried unanimously.
2. Sidewalks – There was discussion regarding the cleaning of the sidewalks. Tim Hutchison stated that they are usually done in November. Time explained that the normal cleaning in November has been pushed back until May to be done before the Induction Ceremony. The Board agrees that their sidewalks should still be done in November and the cost is not to exceed the budget.

**VIII. Adjournment**

Tom Bass made a **motion** to adjourn at 9:37 a.m. Claude Abbott seconded and the **motion** carried unanimously.

**IX. Open Forum**

- Elections – there will be 3 seats open this year. On October 28<sup>th</sup> the first notice will go out. November 24<sup>th</sup> the second and final notice of the meeting will go out. The meeting will be on December 14<sup>th</sup>.