

**FOREST HILL ASSOCIATION
BOARD OF DIRECTORS MEETING
April 11, 2016**

The meeting was called to order at 7:05 p.m. by Board President, Mark Watts, and was adjourned at approximately 7:50 p.m.

1. Notice:

A copy of the meeting notice was sent on April 4, 2016 to each Director via email and posted in the kiosk outside the Clubhouse.

2. Quorum:

Quorum was met. FHA directors present Mark Watts, Diane Wara, Tom Cooke, Eric Buonassisi, Kevin Gogin, and Charlene Padovani Kiesselbach, not present was Barney Deasy.

Actions Taken:

- A.** The minutes of the Forest Hill Board of Directors' meeting held on March 14, 2016 were voted on and approved by all directors present. Motion carried.

3. Treasurer's Report:

2016 Fiscal Year Budget unanimously approved.

Our non-profit association finished our 2015 fiscal year with a surplus of **\$100,767.79** – a new record. Knowing this to be the case, we voted at the March meeting to make an additional principal payment on our NRLOC of \$89,000. After this payment, our Balance Sheet continues to improve.

Balance Sheet

Our cash balance at the end of the year (March 31) is **\$346,213** in the following accounts:

Union Bank Operating Acct (no interest checking)	\$ 1,398
Union Bank Surplus Acct (0.15% interest rate checking)	\$ 207,967
First Republic Reserve Acct (no interest checking)	\$ 15,000
First Republic Reserve CD Savings Acct	<u>\$121,848</u>
Total Reserves at First Republic	\$136,848

Our goal is to have \$200,000 set aside as Reserve Funds to draw upon when needed in emergencies or for long term maintenance and replacement of assets. Approximately \$63,200 of the Union Bank Surplus account is earmarked as Reserve Funds with the remainder as a back up to our operating account which draws on funds as required from May until new assessments are received in December.

Revenues

Assessment revenues are 5 % below forecast or \$16,714 lower than expected. This is attributed to a one week delay in mailing December 2016 assessment invoices and confusion caused by the return address showing as SouthData in Mt Airy, NC. This will be remedied with the 2017 assessment statement mailing.

Clubhouse revenues set a record at \$178,406 - easily beating the \$153,400 that we forecasted last year. All of the excess rental income has been directed at an earlier pay down of the loan.

Bank interest earned exceeded forecast by \$1,002 thanks to our CD investments in June when rates were relatively high. Altogether with these 3 income sources, we are 2% over budget.

Expenditures

Expenses finished the year \$15,701 under the budget at 96.1% of our plan.

Clubhouse expenses finished the year at 105.1% of the budget or \$2,151 over our expected for the year. Office Costs were also in excess of the budget by \$4,160 or 51 % over spent. The sound level monitoring equipment made up 90% of the over run. Finally, Landscape expenses finished at \$137,656 – 14.3% below budget or a savings in the year of \$22,974.

4. 2016 FHA Board Election Update:

- a. 6 candidates ran for the 7 positions.
- b. FHA received 255 ballots back and the 35% quorum was met.
- c. Candidates elected are: Eric Buonassisi; Barney Deasy, Eileen Li; Mark Watts; R. Wallace Wertsch; Dena Aslanian-Williams.
- d. Positions within the board will be elected at the next Board meeting.

5. Activities committee:

- a. Easter Egg Hunt was scheduled for March 20th from noon to 2:00 pm.
- b. Next event is summer picnic.

6. Landscape:

- a. Hanley tree on the 300 block of Castenada received 5 bids ranging from \$5,000 - \$14,000.

7. Clubhouse Rental Update:

- We have 58 rentals on the books for calendar 2016 - 43 for Members and 15 for Non-members. (All nonmember contracts were initiated prior to October 8, 2015.)
- 8 new contracts since the last board meeting; all are member events.

8. Garden Club:

- Pansy Waller's Presidential term in up in May. New slate will be given next month.

9. Brick patio/wall and concrete driveway:

- a. Motion made and approved by all except Tom Cooke abstained to accept pricing for all 3 System Pavers projects.
 - i. Valleycrest put together a plan to replant the sidewalk strip. All plantings are drought resistant. Systems pavers are going to put (4) 4 ft. pavers. \$1840; approved.
 - ii. Garage project is \$11,250; approved.
 - iii. Entranceway is \$26,868. Motion made to approve the costs of the 3 projects, but with the approval of either Paul Cooper or Paul Bessieres to approve color, form and texture of Paver going in.
 - iv. Next meeting have a sample of pavers to show residents.

Respectfully submitted,

Janette Najar