



Board of Directors

wpha.bod@gmail.com

Waverly Park Homeowners Association

P. O. Box 26

Lebanon, GA 30146

waverlypark.net

Board of Directors Actions
December 14, 2017 to January 10, 2018

Consents In Lieu of Formal Meeting

- None.

Regular Monthly Meeting January 10, 2018

Meeting at Reeds'.

Called to order: 6:33 p.m.

Present:

- Directors: John Kreeger, Kevin Reed, Hamp Reid, William Walters
- Others: Sarah Reed, Social & Sunshine

1. Approved (4-0-1) BOD Actions for period ending December 13, 2017.
2. Reviewed To-Do List:
 - a. Discussed unpaid assessments.
 - i. John will contact lawyers to assist in collections.
 - ii. Approved (4-0-1) lawyer sending demand letter to one homeowner.
 - b. Thanked Sarah Reed for mailing assessment invoices.
 - c. Discussed documents retention.
 - i. John prefers to continue with paper files noting that only one bill is received digitally.
 - ii. Hamp noted that most WP incoming correspondence goes to the Treasurer. Secretary's files are now digital since those are few and are outgoing.
 - iii. Hamp noted that, subject to Architectural Committee (AC) approval, AC files will be digital only beginning in 2018. Currently a paper file copy is made even though most correspondence is now digital via email.
 - iv. Noted that businesses usually retain paper records for seven years.
 - d. Kevin noted that Santek billing issue is resolved.
 - e. As noted last month, formal Notices of Suspension of Pool Privileges to three homeowners are still pending.
 - f. Discussed charging an initiation fee of \$200 - \$250 to new homeowners.
 - i. Noted that most HOAs charge some kind of initiation fee and closing attorneys usually ask if we have a fee.
 - ii. Approved (3-1-1) beginning an initiation fee.
 1. Agreed to delay the fee while exploring what others are doing.
3. Approved (4-0-1) BOD Resolution 2018-01 amending delinquent assessments enforcement timetable and fees.

Directors

Kevin Reed
President

William Walters
Vice President

Hamp Reid
Secretary

John Kreeger
Treasurer

Sandra Lopitz
Director

4. Reports:
 - a. Treasurer's Report. See page 3.
 - i. John asked for any more input to 2018 budget.
 - ii. Discussed offering the membership a By-Laws amendment to clarify notification requirements for upcoming assessments.
 - b. Committee Reports
 - i. Architectural: [Available on the website.](#)
 - ii. Social: Reviewed Christmas Lights Contest voting. Noted 11 homes participated, about the norm.
 - iii. Sunshine: None
 - iv. Pool: None
 - v. Neighborhood Watch: None
5. Meeting adjourned: 7:58 p.m.

Submitted: Hamp Reid, Secretary

Approved (5-0-0) by email January 29, 2018.

Treasurer's Report
2017 Final

2017
Opening Bank Balance

11,604.63

INCOME	Original Budget	Amended Budget	Year to Date	Variance
Assessments	\$ 22,500.00	\$ 22,500.00	\$ 23,305.00	\$ 805.00
Interest	\$ -		\$ 19.45	\$ 19.45
Closing Fees	\$ -		\$ 200.00	\$ 200.00
Lien fees	\$ -		\$ 74.00	\$ 74.00
Pool Key Fees	\$ -		\$ -	\$ -
Social Cttee Reimb	\$ -		\$ -	\$ -
A/C Fines	\$ -		\$ 725.00	\$ 725.00
Misc Income	\$ -		\$ 242.00	\$ 242.00
Total Income	\$ 22,500.00	\$ 22,500.00	24,565.45	\$ 2,065.45

EXPENDITURE	Original Budget	Amended Budget	Year to Date	Balance
Corp Renewal	\$ 60.00	\$ 60.00	\$ 55.00	\$ 5.00
Postage	\$ 100.00	\$ 118.00	\$ 166.16	\$ (48.16)
Insurance	\$ 1,657.00	\$ 1,657.00	\$ 1,583.00	\$ 74.00
Office Supplies	\$ 65.00	\$ 65.00	\$ 70.03	\$ (5.03)
Janitorial	\$ 675.00	\$ 675.00	\$ 610.22	\$ 64.78
Prop Taxes	\$ 52.00	\$ 52.00	\$ 48.41	\$ 3.59
Lien Filing Fees	\$ 25.00	\$ 60.00	\$ 69.00	\$ (9.00)
Health Department	\$ 200.00	\$ 200.00	\$ 200.00	\$ -
Pool	\$ 4,500.00	\$ 20,000.00	\$ 20,596.78	\$ (596.78)
Common Area	\$ 3,000.00	\$ 3,000.00	\$ 2,130.00	\$ 870.00
Sunshine Cttee	\$ 200.00	\$ 200.00	\$ 78.00	\$ 122.00
Social Cttee	\$ 1,200.00	\$ 1,200.00	\$ 500.50	\$ 699.50
Website Fees	\$ 125.00	\$ 125.00	\$ 124.04	\$ 0.96
Pool Trash	\$ 324.00	\$ 324.00	\$ 175.60	\$ 148.40
Legal Fees	\$ 500.00	\$ 500.00	\$ -	\$ 500.00
Electricity	\$ 1,800.00	\$ 2,000.00	\$ 2,217.24	\$ (217.24)
Telephone	\$ 580.00	\$ 865.00	\$ 794.29	\$ 70.71
Water	\$ 840.00	\$ 840.00	\$ 711.50	\$ 128.50
Total Expenditure	\$ 15,903.00	\$ 31,941.00	\$ 30,129.77	\$ 1,811.23

Net	\$ 6,597.00	\$ (9,441.00)	-5,564.32	\$ 3,876.68
------------	--------------------	----------------------	------------------	--------------------

Bank Balance at:	6,040.31
-------------------------	-----------------

December 31, 2017