



Board of Directors

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Waverly Park Homeowners Association

P. O. Box 26

Lebanon, GA 30146

waverlypark.net

**Board of Directors Actions
September 9 to October 21, 2020**

Consents In Lieu of Formal Meeting

1. September 11, 2020: Approved (4-0-0) Board Actions for Period Ending September 8, 2020.
2. September 18, 2020: Approved (4-0-0) Opening pool on September 21 & 22 (normally closed) for school fall break.

Directors

**Kevin Reed
President**

**Steve Dillon
Vice President**

**Hamp Reid
Secretary**

**William Walters
Treasurer**

Regular Monthly Meeting October 21, 2020

Meeting at WP Pool.

Called to order: 6:37 p.m.

Present at meeting:

- Directors: Steve Dillon, Kevin Reed, Hamp Reid, William Walters
- Others: None

1. Noted minutes for period ending September 8, 2020, previously approved on September 11 via email.
2. Reviewed To-Do List:
 - a. Noted
 - i. Pool contractor to winterize restrooms, move furniture under cover during week of November 9.
 - ii. Trash service suspended after last pickup on October 7; restart service on May 5, 2021.
 - iii. Phone service has been suspended.
 - iv. Parking lot repaving will be pushed until next year.
 - v. Zoom meeting platform will be tested for possible use for next year's annual members meeting.
 1. Test on BOD meeting.
 2. Develop member voting procedures
 - vi. Insurance agent response to committees' coverage received but is unclear.
3. Discussed 2021 Annual Assessment:
 - a. Set (4-0-0) 2021 Assessment at \$270, no increase over 2020.
 - b. Will send newsletter announcement.
 - c. Will send formal announcement in November.
 - d. Will send invoices to homeowners of record during January 2021, with a due date of February 28, 2021.
4. Reviewed first draft of 2021 budget.

5. Reports:

- a. Treasurer's Report. See page 3.
 - i. Reviewed report.
 - ii. Discussed collection action for one homeowner with several years' unpaid assessments.
 - b. Committee Reports
 - i. Architectural: [AC Actions are available on the website.](#)
 1. AC to meet October 22 to review AC Guide revision on signs.
 - ii. Social: None.
 - iii. Sunshine: None
 - iv. Pool: None.
 - v. Neighborhood Watch: None.
6. Meeting adjourned: 7:30 p.m.

Submitted: Hamp Reid, Secretary

Approved (4-0-0) on November 4, 2020, via email.

TREASURER'S REPORT

2020			
Opening Bank Balance		15,342.06	
INCOME	Original Budget	Year to Date	Variance
Assessments	\$ 24,300.00	\$ 24,030.00	\$ (270.00)
Prior Year Assessments	\$ -	\$ 826.88	\$ 826.88
Interest	\$ -	\$ 24.87	\$ 24.87
Closing Fees	\$ 400.00	\$ 700.00	\$ 300.00
Initiation Fees	\$ 1,080.00	\$ 1,890.00	\$ 810.00
Late Fees	\$ 189.00	\$ 269.38	\$ 80.38
Lien fees	\$ 100.00	\$ 212.00	\$ 112.00
Replacement Card Fees	\$ -	\$ -	\$ -
AC Comm Fines	\$ -	\$ 150.00	\$ 150.00
Total Income	\$ 26,069.00	\$ 28,103.13	\$ 2,034.13
EXPENDITURE	Original Budget	Year to Date	Balance
Corp Renewal	\$ 55.00	\$ 30.00	\$ 25.00
Bank Fees	\$ -	\$ -	\$ -
Postage/PO Box	\$ 150.00	\$ 301.80	\$ (151.80)
Insurance	\$ 2,000.00	\$ 2,003.00	\$ (3.00)
Office Supplies	\$ 65.00	\$ 45.77	\$ 19.23
Janitorial-See NOTE below*	\$ 720.00	\$ 2,205.00	\$ (1,485.00)
Prop Taxes	\$ 50.00	\$ 76.16	\$ (26.16)
Lien Filing Fees	\$ 60.00	\$ 284.65	\$ (224.65)
Health Department	\$ 200.00	\$ 200.00	\$ -
Pool	\$ 12,723.10	\$ 12,202.48	\$ 520.62
Common Area	\$ 8,839.00	\$ 6,791.80	\$ 2,047.20
Sunshine Cttee	\$ 200.00	\$ 169.95	\$ 30.05
Social Cttee	\$ 500.00	\$ 82.76	\$ 417.24
Website Fees	\$ 150.00	\$ 150.04	\$ (0.04)
Pool Trash	\$ 130.00	\$ 140.97	\$ (10.97)
Legal Fees	\$ 500.00	\$ -	\$ 500.00
Electricity	\$ 2,150.00	\$ 1,574.82	\$ 575.18
Telephone	\$ 415.00	\$ 420.95	\$ (5.95)
Water	\$ 875.00	\$ 554.30	\$ 320.70
Total Expenditure	\$ 29,782.10	\$ 27,234.45	\$ 2,547.65
Net	\$ (3,713.10)	\$ 868.68	\$ 4,581.78
Bank Balance at:		\$ 16,210.74	
October 21, 2020			

*JANITORIAL NOTE: Large increase due to COVID-19 cleaning requirements.