



Board of Directors

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Waverly Park Homeowners Association

P. O. Box 26

Lebanon, GA 30146

waverlypark.net

**Board of Directors Actions
November 10 – December 14, 2022**

Consents In Lieu of Formal Meeting

1. November 25, 2022: Approved (4-0-0) 2023 Annual Assessment Notice
2. December 14, 2022: Approved (4-0-0) BOD Actions for Period Ending November 9, 2022.

Regular Monthly Meeting December 14, 2022

Directors

**Kevin Reed
*President***

**Steve Dillon
*Vice President***

**Hamp Reid
*Secretary***

**William Walters
*Treasurer***

Meeting at Reeds, 390 Westchester Way.

Called to order: 6:27 p.m.

Present at meeting:

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

1. Noted Consents listed above.
2. Reviewed To-Do List:
 - a. Discussed the quote received for a new key card system from Rudy Lee. There were some questions about the specifics in the quote.
 - i. William to reach out to Rudy for clarification. Kevin will try to get a 2nd quote for comparison.
 - b. Discussed the lawn service for the common area. Kevin has reached out to North Cherokee Services and is awaiting a quote. Kevin will also reach out to Jon Hilton to see if he is interested in continuing with lawn service and if so provide us with pricing for the 2023 season.
 - c. Kevin will reach out to North Metro Pool to confirm pool contract for 2023
 - d. Kevin will get an estimate from another company for commercial insurance.
 - e. Discussed W.P. 2023 assessments to be mailed out mid-January.
 - f. Discussed A/C plan to send out an e-mail to all homeowners relating to property maintenance and various violations. Steve has drafted an e-mail to send out to the committee for review/ comments. Possibly send out to homeowners after the holidays.

3. Reports:

- a. Treasurer's Report. See page 3.
 - b. Committee Reports
 - i. Architectural: [AC Actions are available on the website.](#)
 - ii. Social: Discussed and approved having a Christmas Light contest. Sarah Reed has volunteered to coordinate this. Budgeted approximately \$140.00.
 - iii. Sunshine: None
 - iv. Pool: None.
 - v. Neighborhood Watch: None.
4. Meeting adjourned: 7:46 p.m.

Notetaker: Steve Dillon

Submitted: Hamp Reid, Secretary

Approved (3-0-1) December 19, 2022, via email by all directors present at this meeting.

TREASURER'S REPORT

2022			
Opening Bank Balance		\$ 20,225.32	1/1/2022
INCOME	Original Budget	Year to Date	Variance
Assessments	\$ 25,200.00	\$ 23,920.00	\$ (1,280.00)
Prior Year Assessments	\$ -	\$ 1,350.00	\$ 1,350.00
Interest	\$ -	\$ 192.11	\$ 192.11
Closing Fees	\$ 700.00	\$ 800.00	\$ 100.00
Initiation Fees	\$ 1,960.00	\$ 1,940.00	\$ (20.00)
Late Fees	\$ 196.00	\$ 301.00	\$ 105.00
Lien fees	\$ 100.00	\$ 274.00	\$ 174.00
Overpayments	\$ -	\$ 320.00	\$ 320.00
Replacement Card Fees	\$ -	\$ -	\$ -
AC Comm Fines	\$ -	\$ -	\$ -
Total Income	\$ 28,156.00	\$ 29,097.11	\$ 941.11
EXPENDITURE	Original Budget	Year to Date	Balance
Corp Renewal	\$ 55.00	\$ 30.00	\$ 25.00
Bank Fees	\$ -	\$ 6.00	\$ (6.00)
Postage/PO Box	\$ 150.00	\$ 213.00	\$ (63.00)
Insurance	\$ 2,112.00	\$ 2,197.00	\$ (85.00)
Office Supplies	\$ 65.00	\$ 47.06	\$ 17.94
Janitorial	\$ 2,660.00	\$ 1,385.45	\$ 1,274.55
Prop Taxes	\$ 80.00	\$ 78.85	\$ 1.15
Lien Filing Fees	\$ 60.00	\$ 151.00	\$ (91.00)
Health Department	\$ 200.00	\$ 200.00	\$ -
Pool	\$ 7,730.00	\$ 9,369.50	\$ (1,639.50)
Common Area	\$ 9,150.00	\$ 5,478.29	\$ 3,671.71
Sunshine Cttee	\$ 200.00	\$ 202.71	\$ (2.71)
Social Cttee	\$ 449.00	\$ 305.24	\$ 143.76
Website/Zoom Fees	\$ 300.00	\$ 184.20	\$ 115.80
Pool Trash	\$ 150.00	\$ 236.34	\$ (86.34)
Legal Fees	\$ 500.00	\$ 750.00	\$ (250.00)
Electricity	\$ 2,150.00	\$ 1,829.73	\$ 320.27
Telephone	\$ 545.00	\$ 637.74	\$ (92.74)
Water	\$ 600.00	\$ 827.30	\$ (227.30)
Incidental	\$ 1,000.00	\$ 443.12	\$ 556.88
Total Expenditure	\$ 28,156.00	\$ 24,572.53	\$ 3,583.47
Net	\$ -	\$ 4,524.58	\$ 4,524.58
Balance		\$ 24,749.90	
Bank Balance		\$ 25,496.01	12/14/2022