

**Glenlakes Unit One Property Owners Association
Board of Director's Meeting Minutes
October 17, 2023, 1:00 pm
Glenlakes Clubhouse**

Attendees:

Sara Filley, President
Scott Wiginton - Vice President
Robin Walker - Treasurer
Bob VanDeWege - Secretary
Larry Ballard - Board Member
Ken Fletcher - Board Member
Wayne Butler - ARC
Tom Krebs - ARC
Dick Dayton - City Councilman

Absent:

Donna Lowe - Board Member

Sara Filley, President, called the meeting to order at 1:00 p.m.

1. Review/Approve Previous Meeting Minutes – Bob VanDeWege, Secretary
 - a. Robin Walker: Motion to amend 07/11/23 minutes, Vote on Spending Limits
 - i. **Current:** Propose to add a maximum threshold for spending \$2,000, at the board level, without needing property owner approval.
 - ii. **Requested Amendment:** Propose to add a maximum threshold for *Capital Expenditures* of \$2,000 at the board level, without needed property owner approval.
 - iii. Rationale: We have operating expenses that could exceed \$2,000, and expenses must be paid timely. Passed Unanimously.
 - b. August 12, 2023, Board voted and majority approved Compliance Protocol and Fines.
 - c. September 4, 2023, Robin Walker, Motion to transfer \$20,000 from savings and \$10,000 from checking to purchase a CD in the amount of \$30,000. We will seek a minimum of 5% return, with no longer than a 12 month maturity. Passed Majority.
2. Finance Report – Robin Walker, Treasurer
3. ARC Report – Sara Filley

Old Business:

1. Nominating Committee – Sara Filley
 - a. Donna Krebs volunteered to lead the Nominating committee for the POA Board Election on March 12, 2024.
 - b. Discussion – Confirmed three board member terms will be fulfilled in March 2024, resulting in three board positions available for election.

New Business:

1. Councilman Dick Dayton City Council Report
 - a. City Budget and Services
 - i. New Firehouse planned for west side of Foley, along with adding a new fire truck. No site selected to date. Fire Department will change batteries in smoke detectors, but homeowners must supply batteries.
 - ii. Foley Beach Expressway resurfacing planned. City contribution is approved. Waiting for ALDOT approval to begin the project.
 - iii. Property tax only contributes 2% to Foley annual budget. Sales tax revenue is 50% of annual budget. Total sales tax collection in FY 22/23 was almost \$40 million dollars.
 - iv. New library \$20 million dollar investment, proud of library top 5% in American in small cities.
 - v. New Public Works Campus \$17 million.
 - vi. Housing still in demand, 40% of homes sold have no mortgage. Residential property permits 902 issued, 438 single family homes.
 - vii. Eight million people pass through Foley each year, changes in Foley Beach Express to address more revenue.
 - viii. Best Police force, keeping pay competitive.
 - ix. Welcome Center welcomes 19,860 people each year, 9750 rode the train, 8,950 went to the museum.
 - x. City Council meetings are the 1st and 3rd Monday, of each month at 4:00 pm.
 - xi. Property tax sales revenue almost 40 million, 20 million sales tax, with 50% from visitors, 2 million in lodging tax, rental tax around \$500,000 and gas tax around \$600,000 currently per year.
2. General Discussion – All Board Members
 - a. Bob/Secretary to enter all requests/approvals the board had made electronically between board meetings. We can ensure all actions are entered into record and made public.
 - b. Probate list added to meeting minutes.
 - c. Motion to amend our governing documents to a quorum of 25% and then for voting purposes of those 2/3 present. Passed Unanimously. Will be on the ballot for property owner vote at the next annual meeting.
 - d. Motion to increase the late fee on dues from a \$10 fine to an initial fine of \$50. An additional \$50 fine will be added for every 10 days that pass with the dues unpaid. Passed Unanimously.
 - e. Board supports the ARC decision to uphold the American and Alabama flags, size 4' x 6' in addition to a small garden flag. Passed Unanimously
 - f. Require a gate at the back of the fence and require property owners to weed eat one strip along back of fence. Passed Unanimously.
3. Security Update
 - a. County Road 12 / Albatross security camera is now operational.

- b. Per the City of Foley Police: Be aware there has been an uptick of individuals driving through the neighborhood looking for unlocked cars and homes. Lock your doors and please keep your eyes open. Contact the police department with information.
- 4. 2024 Budget – Discussed during Treasury Report – Robin Walker

ARC Report:

- 1. ARC Requests
 - a. 44 ARC Project Request, some contain multiple items. 37 approved, 7 denied.
- 2. Compliance
 - a. 45 Compliance: 41 Closed, 4 Open, and 1 owner fined for noncompliance.
 - i. Most violations of the covenants this month had to do with lawn and landscape maintenance. Some residents that were notified of covenant violations have not complied. We are following the Compliance protocol process, with a 2nd notice and then issuing a Fine.
 - ii. Protocol/next steps after property fines have been accessed and property owners remain non-responsive and out of compliance.

Treasurer Report:

- 1. 2023/24 Dues Collected – 201 Properties Collected
 - a. Checks – 81 paid via check.
 - b. Online – 120 paid online, 25% on 1st day, \$594.90 in fees – will be offset by interest from CD’s and decreases accounting fees.
- 2. Reconciliation of funds paid into GLU1 Treasury
 - a. Dues and Transfer Fees Reconciliation:

	2023	2022	2021
TOTAL LENNAR	38460.52	8813.11	1687.89
TOTAL CARNOUSTIE	18130.00	16177.00	16330.00
TOTAL	56590.52	24990.11	18017.89

- 3. CD Investments – YTD \$575 received in interest.
 - a. Wells Fargo: \$20,000, 4.5%, matures 11/21/2023.
 - b. TrustMark: \$20,000, 5%, matures 02/14/2024.
 - c. First Internet Bank of Indiana: \$30,000, 5.35%, matures 09/20/2024.
- 4. Budget 2024 Requests Received – For Discussion Only – Board is working to define budget and capital expenditures for 2024. The following are estimates only:
 - a. Capital Expenditures
 - i. Community Entrance Sign – \$20,000, with future annual maintenance/utilities/insurance expenses.
 - ii. Mailbox Shelter and Landscaping – \$10,000, would have future annual maintenance/utilities/insurance expenses.
 - iii. Security – additional equipment to be determined.
 - iv. POA Software – \$3,000 to assist ARC Committee

b. Reserve

- i. Legal, \$10,000.
- ii. Dam, \$5,000.
- iii. Streetlights – future annual expense \$10,000.
 1. Update: The City of Foley will assume these costs per Dick Dayton following an email on October 18th, once streetlights are accepted by Engineering. City Council will vote on accepting the electrical charges to be paid by the city.
- iv. Common Area Landscaping and Mowing Reserve (Phase 3,4/5 section) – \$40,000 future annual expense.

Property Owner Requests Received:

1. Include private property mowing and landscaping in annual/monthly dues.
2. Deed common areas that abut property owners lots to reduce common area maintenance and insurance.

Next Meetings:

January 16, 2024, Glenlakes Clubhouse, 3 pm, Quarterly Board Meeting
March 12, 2024, Graham Creek Nature Preserve, 23030 Wolf Bay Drive, Foley
6 pm – 8 pm – Glenlakes Unit One POA Annual Meeting

Adjournment 3:33 pm by Sara Filley