



THORNHILL COMMUNITY ASSOCIATION, INC.sm

c/o Brawley Management, LLC

3325 Springbank Lane • Suite 150 • Charlotte, N. C. 28226 • 704-364-2139 • Fax 704-364-5812

Board of Directors Regular Meeting

9-28-09

Brawley Management

A regular meeting of the Board of Directors of the Thornhill Community Association, Inc. was held on September 28, 2009 at the Pavilion.

Board Members Present:

PV Archer, President
Elizabeth Johnson, Vice President
Darren Morrow, Treasurer
Cheryl-Anne Herman, Director

Board Members Absent:

Todd Atwood, Director
Lauri Mead, Secretary

Brawley Management:

Craig Brown

Others Present:

Lee Griffen
Larry Starnes
Alfred Gallimore

Member Forum

The Chair invited Members present who so wished to address the Directors. No members wished to speak.

PV Archer appointed Cheryl-Anne Herman as Secretary pro tem in the absence of the Board Secretary.

Call to Order

The Chair, noting the presence of a quorum, called the meeting to order at 7:04pm.

Approval of Minutes

The Chair asked if there were any objections to the approval of the minutes of the Regular Meeting of the Board of Directors held on August 24, 2009. Minutes were approved.

Officers' Reports

President's Report –

Email correspondence
Reporter deadline 10/9/09
Traffic Safety Committee

Treasurer's Report – Balance Sheet Summary as of 8/31/09

\$67,000 in operating account
\$72,000 in reserves
\$3,000 in accounts receivable
\$18,000 in capital
\$1,000 (or \$11,000) in liabilities
YTD budget is running at 67%
Revenues 80%
Fixed expenses 78%



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Utilities 50%
Pool maintenance 4500/5000
Buildings 5500/3000
Landscape 16,000
Variable expenses 52% of budget

Property Manager's Report – Pavilion roof has been repaired
Pavilion roof collars - \$250 plastic installed, \$300 lead installed
Brian at JL Thompson measured for pool cover
Elizabeth should cut off pool phone now
Dumpster – Elizabeth should check with CPM to see if it can be hauled away.

Committee Reports:

- **ACC:** No one present to report
- **Traffic Safety:** Met last Wednesday. Joanna Quinn and Chip Gallup of CDOT were there.
 - They have a proposal for Summit Tree and Thornhill Club. City cannot afford to extend the sidewalk on the north side of Elmstone from Summit Tree to Stonepath.
 - Proposals for installation of traffic calming treatments at Summit Tree at Elmstone and Thornhill Club at Elmstone.
 - Signage- CDOT says not much can be done.
 - Committee will make recommendations at November Regular Board of Directors meeting.
- **Landscape:** Craig Brown reported on behalf of the committee.
 - Zone on Meadow Run needs new rotors – not to exceed \$250
 - 35 rotor heads (14+16+5) need to be replaced at a cost of \$2,000. Need to check and see if the Reserve study covers this.
 - Turf Renovation: Option 3 coming in with sod is not recommended.
 - Option 2 – Berm on Meadow Run – 10 cubic yards of topsoil mix
 - 1400 sq ft matting to stabilize soil
 - Wild Dove – same stuff??? Looks that way
- **Motion:** To approve \$5,800 for turf and irrigation repairs.

- **Brought by:** Darren Morrow

The chair called for a discussion. After discussion had been heard, the Chair asked if there were any objections to the motion. Hearing none, the Chair announced the motion was passed by unanimous consent.

- **Motion:** To approve \$530 to repair drainage from baby pool to overflow basin
 - **Brought by:** Darren Morrow

The chair called for a discussion. After discussion had been heard, the Chair asked if there were any objections to the motion. Hearing none, the Chair announced the motion was passed by unanimous consent.

- **Motion:** To approve a budget not to exceed \$360 to remove 2 trees.
 - **Brought by:** Darren Morrow

The chair called for a discussion. After discussion had been heard, the Chair asked if there were any objections to the motion. Hearing none, the Chair announced the motion was passed by unanimous consent.

- **Motion:** To approve up to \$6,714 to clear the dam and plant 120 junipers.
 - **Brought by:** Cheryl-Anne Herman

The chair called for a discussion. After discussion had been heard, the Chair asked if there were any objections to the motion. Hearing none, the Chair announced the motion was passed by unanimous consent.

- **Motion:** To task the landscape committee to make a plan for replacement of plantings of all traffic circles to include costs.
 - **Brought by:** Cheryl-Anne Herman

The chair called for a discussion. After discussion had been heard, the Chair asked if there were any objections to the motion. Hearing none, the Chair announced the motion was passed by unanimous consent.

- Cost to re-lamp and maintain _____ ????????



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- **Motion:** To have Outdoor Lighting Perspectives continue with their annual maintenance of lighting at entrances.
 - **Brought by:** Cheryl-Anne Herman

The chair called for a discussion. After discussion had been heard, the Chair asked if there were any objections to the motion. Hearing none, the Chair announced the motion was passed by unanimous consent.

Unfinished Business:

- **Eagle Scout Project:** Have not heard from Brain Babcock
- **Reporter:** PV solicited comments for the Presidents Letter
- **Nominating Committee:** Met and has proposed the format and timeline for nominating process, along with notice of annual meeting.
- **Motion:** To approve Nominating Committee's proposed nominating process, the Annual Meeting Notice, and to set the Annual Meeting for the 4th of November, 2009 at 7pm at the Pavilion.
 - **Brought by:** Cheryl-Anne Herman

The chair called for a discussion. After discussion had been heard, the Chair asked if there were any objections to the motion. Hearing none, the Chair announced the motion was passed by unanimous consent.

- **Street Lights:** PV proposed looking at options with CDOT.
- **Paver Bricks:** Need to research cost for repairs.
- **CPM:** Need to provide renewal information for the new Board along with information on other Vendors for RFP Construction ????

Adjournment

- **Motion:** To adjourn the meeting
 - **Brought by:** Cheryl-Anne Herman

There being no more business before the Board, the Chair asked if there were any objections to adjourning the Regular Meeting and to reconvening in Executive Session to discuss ACC violations, delinquent accounts and homeowner correspondence.

| There were no objections and the meeting was adjourned at 9:23 pm.

EXECUTIVE SESSSION

An Executive session was convened to discuss ACC violations, delinquent accounts and homeowner correspondence.

No motions were raised, voted or approved and no official action was taken in the Executive Session. There being no other issues to consider, the Chair asked if there were any objections to adjourning the Executive Session.

Hearing none, the Executive Session was adjourned at 9:41 pm.

Respectfully Submitted,

/s/

Lauri Mead

Secretary
Thornhill Community Association, Inc.
Date Approved: