

**PROPERTY OWNERS ASSOCIATION OF HILLTOP LAKES
BOARD OF DIRECTORS MEETING
Thursday, February 26, 2009
OPEN SESSION 7:00 P.M. TONKAWA ROOM**

MINUTES

PRESENT: Don Hughes, Charlotte Waddill, Ben Robertson, Ed Hughes, Bill Johnston, Larry White, Harold O'Brien, Gary O'Neal, Ernie Moore and Donna Williams

ABSENT: Murry Guilford

- I. OPEN SESSION - CALL TO ORDER** – Director Don Hughes
- II. INVOCATION** – Director Don Hughes
- III. APPROVAL OF AGENDA** – Approved with additions of EMS Update under Committee Reports and moving New Business ahead of Communications.
- IV. APPROVAL OF MINUTES** – January 13th & January 22nd – Approved
- V. NEW BUSINESS**
 - A. CONSIDERATION & POSSIBLE ACTION TO ADOPT CHARTER FOR THE GOLF COURSE COMMITTEE** – Director White made a motion to adopt the Charter of the Golf Course Committee as presented in the Board packets, seconded by Director Waddill and the Board voted unanimously in favor.
 - B. CONSIDERATION & POSSIBLE ACTION TO ASK THE P.O.A. ATTORNEY TO RENDER A LEGAL OPINION REGARDING PROPERTY OWNER INTERFERANCE WITH BOARD ACTIONS** – Director Don Hughes stated that the intention is not to figure out how we can sue someone in the community. It is not intended to dredge up the past events in regards to the clinic. The intention is to understand and obtain expert advice with issues that are important to the community and how the Board is to conduct themselves as they move forward. Past history educates us on how to improve the future. We need to take advantage of experts. Findings will be shared in open session. Director Johnston made a motion that the Board direct the General Manager to solicit the assistance of a professional in the field of Property Owner Association management, to instruct this Board, in open session, on how best to carry out its elected responsibilities, as defined in the Articles of Incorporation. Director Robertson seconded. The motion passed with Directors Johnston, O'Brien, Robertson and Waddill voting in favor and Directors White, O'Neill and Ed Hughes voting against.

VI. COMMUNICATIONS

A. **TREASURER'S REPORT** – Director O'Neal reported the financial summary for the month of January. He stated that Wells Fargo is our primary banking account. We are currently looking at a new accounting system. We have not seen a decline in maintenance fees of any significance.

B. COMMITTEE REPORTS

1. **ACC COMMITTEE** – Director Don Hughes reported the Committee meets the 2nd Tuesday of each month at 8:00 a.m. Property Owners can help by offering good advise to their neighbors and watching out for them to avoid penalty fees. There is one new home permit for 2009 and fifteen in 2008. There are currently 40 active permits, 12 active house permits under construction and 6 extensions of house permits.

2. **PLANNING & DEVELOPMENT COMMITTEE** – Director Robertson reported that the committee met twice last month. In the first meeting, they toured facilities and in the second they discussed the GM's proposal for renovating the Lodge and Welcome Center. They will meet in a joint meeting with the Board and Finance Committee on Wednesday, March 4th at 3:00 p.m.

3. **ROADS COMMITTEE** – Director O'Brien stated that the committee met for the first time today. They have several names of those who have road requests. Those interested in requesting road paving should contact the General Manager or Donna Williams at the Welcome Center. Paving will probably begin in June or July.

4. **HOSPITALITY COMMITTEE** – Director Waddill reported that the motel has been slow but will probably pick up during the spring and summer. The campground made money in January and will soon have new landscaping. Reservations will have new software in the next few weeks. The restaurant was up 19% in 2008, with banquet sales down. New flatware was purchased in January. The restaurant started a \$6.00 daily special. All are encourage to come and suggestions are welcomed. The GM and Maintenance Department did a great job on the concrete work at the left entrance to the lodge, by the Tonkawa Room.

5. **WILDLIFE MANAGEMENT CLUB** - Dan Dawson reported that this coming Saturday, February 28th is closing day of deer season. A total of 106 does, 7 bucks and 28 hogs have been taken by archery, with 100 hogs being taken by other means. The Wildlife Club will be celebrating the end of hunting season at the campground pavilion on March 21st. It has been a successful year with few problems.

6. GOLF COURSE COMMITTEE – Director White stated that the Committee approved a charter at their last meeting to be presented to the Board. They have discussed installation of drains and sand traps. The Committee, along with volunteers, started installation of water drain a couple of weeks ago. This week they met to lay out the pvc pipe and dig the ditch. The project was completed in two days. Today they met at #14 to discuss the appearance and playability of the hole. Appreciation to J.R. Howard and the WGA ladies on their volunteer work.

7. AIRPORT COMMITTEE – Director Waddill thanked the P.O.A. for the purchase of the new windsocks.

8. LAKE TASK FORCE – Gene Dretke reported that the Lake Task Force will meet this Sunday, March 1st to discuss the possibility of doing shocking next fall. He encouraged property owners to catch and keep all fish. All boats should have 3 stickers; 2 for the boat and 1 for the trailer. Those who were given only 2, will have a 3rd mailed to them. Small fish are put into the lakes to feed. Cast nets are not permitted. All guests should have a guest pass from the Welcome Center in order to fish.

9. HILLTOP LAKES SECURITY – No Report

10. EMS – Ed Earp reported that a record is kept of all EMS runs. The average response time is 5 minutes from the time of the tone out until they are in the ambulance. There are currently 12 active EMT's with 2 on duty daily. There are 20 other volunteers. There will possibly be an EMT course starting around the first of May. The EMT's job is to respond, get the patient stable and the ER. Mr. Earp is our new EMS Director.

C. PRESIDENT'S REPORT – Director Don Hughes stated that he his pleased with the way the Board is working together. He discussed communicating more effectively. The Board consists of a diverse group of men & women who were voted to represent the property owners at Hilltop Lakes. The governance as defined by the Articles of Incorporation, By-Laws and Board Conduct are simply the process by which we as a community choose to do business. It's a process we agreed to do when we purchased property. The Board was elected to conduct business at Hilltop Lakes. If we do not like the way things are, we need to change. Until we do, the Board is bound to operate under the governance. It is our fiduciary responsibility to follow it.

The Security Contract expires in September. A Committee will be appointed to discuss improving the contract.

D. GENERAL MANAGER'S REPORT – GM Ernie Moore stated that new equipment was purchased for the Golf Course as well as a van for Housekeeping, a car for Patrol, and a belly dump truck and loader for General Maintenance. The business office has a new server and a few new computers. The upstairs storage at the Lodge has been cleaned out and side entrance to Tonkawa Room improved. A Cement pad has been poured for the dog pen for animal control. The Water Department is moving. A joint meeting with the Board, Finance

Committee and Planning & Development Committee has been scheduled for March 4th to discuss the use of this space. A plan involving a remodel of the Lodge and Welcome Center will be discussed. GM Moore gave an overhead presentation of the plans.

VII. MEMBERS TO BE HEARD

A. Bobby Horn asked what the fee would be for the Professional discussed in New Business, Item B. Director Don Hughes stated that he does not have amount ready to present. Last year the legal fees were well under budget.

B. A Property Owner stated that the dam on Lake Cherokee is the ugliest spot in Hilltop. Someone should look into this.

VIII. ADJOURN – Director Waddill made a motion to adjourn, seconded by Director Robertson and the Board voted unanimously in favor.

PREPARED BY: _____ **DATE:** _____

APPROVED BY: _____ **DATE:** _____