

**Glenleigh Homeowners Association, Inc.
Post Office Box 916
Mableton Georgia 30126-0916**

Sunday 13 May 2001

Subject: GHOA Friday 4 May 2001 General Meeting – After Action Review

1. Quorum. (C. Ralston)

- **C. B. Statham and Mike Huebener displayed sign in sheets on tables and monitored signatures of lot owners, one signatory per Glenleigh address, and distributed the current GHOA phone list (2 legal-sized folded sheets).**
- **Chuck Ralston determined that a Quorum (25% of GHOA members) was in effect and that the General Meeting was authorized. 31 homeowners were present for the General Meeting and six valid proxies were submitted for a total of 37 lot owners represented. Quorum number of 23 (25%) is required for GHOA's 91 lots.**

2. Call to Order. (H. Miller)

- **General Meeting was called to order by Hollis Miller, Member, Board of Directors (BOD), and President, at the GHOA Commons Area, 7:00 P.M., Friday, 4 May 2001.**

3. Agenda. (H. Miller)

Following agenda was approved for the General Meeting:

- **Call to Order (Hollis Miller)**
- **Secretary's Report (Chuck Ralston)**
- **Treasurer's Report (Cathy Strobeck)**
- **Modifications Review Committee Report (Lauri Brown)**
- **Tennis Court Activities Report (Bill Black)**
- **Swimming Pool Activity Report (C. B. Statham)**
- **Commons Area Landscaping Report (Mike Weil)**
- **Social Activities Report (Magda Gomez)**
- **Web Site Activity (Mike Huebener)**
- **Newsletter Activity (Tammy Rollie)**
- **New Business (Hollis Miller)**

- Elect Board Member
- Talk Future Vision For Commons Area (Lauri Brown)

4. Secretary's Report. (C. Ralston)

- Chuck reminded all present that a Secretary's Report is not applicable at the GHOA General Meeting.
- Minutes of GHOA Board meetings are posted on the GHOA intranet site.
- Also the President will compile the FY 01 Annual Report which will be posted to the GHOA web site.

5. Treasurer's Report. (C. Strobeck) -- Absent

- Hollis Miller represented Cathy Strobeck, who was unable to attend the meeting.
- Hollis reiterated the GHOA FY01 closeout and FY02 budget versus actual discussed at an earlier GHOA 'informal' meeting. Corresponding budget documents have been posted to the GHOA Intranet site.

6. Modifications Review Committee Report. (L. Brown, chair)

- Lauri reviewed the procedure for submitting requests for modification review and GHOA standards. Lauri distinguished between the covenant violation procedures and notices, and the 'friendly reminder' notices.
- The MRC will continue to look at improving its response time regarding response to requests, and to improved communication with all GHOA residents.

7. Tennis Court Activities Report. (B. Black) -- Absent

- Hollis Miller read from notes given to her by Bill Black, Tennis AC. Courts have been maintained and are ready for use.
- Some new equipment (roller, garbage cans) is on order.
- GHOA has no affiliated Atlanta Lawn Tennis Association (ALTA) teams this year.

8. Swimming Pool Activity Report. (C. B. Statham)

- C. B. talked about a survey underway the results of which would help to determine swimming pool hours of operation.
 - Discussion followed concerning topics of swim at one's one risk, insurance costs, security access, a fence replacement, and so on. Those present seem to want to know more about projects, timelines, and planning as concerns GHOA activities.
9. Commons Area Landscaping Report. (M. Weil) -- Absent
- Hollis Miller reported for Mike Weil that the landscaping efforts at the front entrance to Glenleigh were nearly complete.
10. Social Activities Report. (M. Gomez)
- Magda, involved for nearly 9 years with GHAO social activity coordination of opening and closing events for the GHOA Commons Area, introduced Catherine Nause and Melinda Burnett as her replacements on the Social Activities Committee.
11. Web Site Activity. (M. Huebener)
- Mike reported that activity at both the public site (www.glenleigh.org) and the private intranet site (<http://glenleigh.intranets.com>) was virtually nonexistent. He encouraged all to utilize the sites.
12. Newsletter Activity. (T. Rollie) -- Absent
- Mike Huebener, who works in close coordination with Tammy Rollie on the newsletter, reported that Tammy was seeking more response from GHOA members. Mike also praised her efforts and the GHOA newsletter is a reflection of the care and attention she gives to its preparation.
13. Annual Report Executive Summary. (H. Miller))
- Hollis reviewed some of the accomplishments and challenges facing the Board, Officers, and Coordinators during GHOA's FY 01. The pool, tennis courts present greater challenges than ever before simply because these facilities are now nearly 15 years old and required more attention.
 - Hollis than asked Lauri Brown to talk for a few moments about a future vision for Glenleigh in terms of its Commons Area and what the GHOA membership would like to see at the Commons Area in terms of economic 'curb appeal', social 'club house', secure lighting and fencing, and so forth.

14. New Business. (H. Miller)

- Hollis, having served one year as Vice-President (1999-2000) and as President (2000-2001), will remain involved in GHOA matters ex-officio until the end of FY 2002, principally as an advisor to the Board, and to assist with pool activities.
- Chuck Ralston was nominated to serve as a Board Member. No other nominations were put forward by those present. Chuck accepted the nomination. A hand count of those present and in favor of the nomination indicated approval of Chuck Ralston as a member of the Board.

15. Adjournment. (H. Miller)

- Hollis reminded all present of the need for volunteers to help with Commons Area clean up scheduled for Saturday 12 May 01.

FOR THE BOARD OF DIRECTORS:

CHUCK RALSTON
Secretary

Board Members, Officers, and Activity Coordinators.

- Hollis Miller Member, BOD and President
- Joan Gee Member, BOD and Vice-Present
- Cathy Strobeck Member, BOD and Treasurer
- Chuck Ralston Secretary, BOD

- Lauri Brown Chair, Modification Review Committee (MRC)
- Scott Strobeck Member, MRC
- Lily Gomez Member, MRC

- Magda Gomez Activity Coordinator (AC), Social Activities
- Bill Black AC, Tennis Court Activities
- John Statham AC, Swimming Pool Activities
- Mike Weil AC, Commons Area Landscaping
- Mike Huebener AC, GHOA Intranet Web Site
- Tammy Rollie AC, GHOA Newsletter