

TALLAVANA HOMEOWNERS' ASSOCIATION, INC.

The Annual membership meeting of the Tallavana Homeowners' Association, Inc. was held on Saturday, January 31, 2009 at the Tallavana Christian School gymnasium.

President Neil McDonald called the 2009 Annual Membership meeting to order at 10:10 a.m. The corporate secretary is recording for accuracy of the minutes; there was no one else recording.

President Neil McDonald welcomed the members. He then thanked Tallavana Christian School for the use of their facilities. Neil also thanked the volunteers who are helping with refreshments and the meeting.

Board Members Tom Scott and Rick Kornmeier were unable to attend the Annual Meeting. Neil asked that they be remembered in our prayers for the circumstances facing them. Also, Neil asked to remember our neighbors who have passed on. There was a moment of prayer.

A. Election of Chairperson: President Neil McDonald stated the first order of business was to elect a Chairperson for the meeting.

LARRY JONES NOMINATED NEIL MCDONALD AS CHAIRPERSON FOR THE ANNUAL MEMBERSHIP MEETING. KIMSEY HELMS SECONDED THE NOMINATION. MOTION CARRIED.

B. Approval of the Agenda: Debbie asked to add item #h. under #6 Member Relations. Item #h is ESO/Neighborhood Emergency Preparedness Planning.

JAN TOWNSEND MOVED TO ACCEPT THE AGENDA AS REVISED. KIMSEY HELMS SECONDED THE MOTION. MOTION CARRIED.

C. Roll Call and Certifying of Proxies: All the names of the members represented were called from the roll of the membership to be sure that everyone present was registered. There were 66 member households represented and 61 proxies, total of 127 qualified for a quorum. Of the 61 proxies, 39 were designated to other members and 22 were designated to the President. The President announced that he would vote his proxies.

D. Proof of Notice of Meeting: Debbie Robinson, Corporate Secretary, stated the notice of the Annual Membership meeting was mailed to 305 members of record on January 12, 2009.

E. Approval of Minutes of the 2008 Annual Membership Meeting: A copy of the minutes for the 2008 Annual Membership Meeting was provided for each member present. There were no corrections to the 2008 minutes.

RAY ZIMMERMAN MOVED THAT THE MINUTES OF THE 2008 ANNUAL MEMBERSHIP MEETING BE APPROVED AS WRITTEN. STEVE KINARY SECONDED THE MOTION. THERE WAS NO OPPOSITION, MOTION CARRIED.

F. Approval of Minutes of the Special Membership Meeting: A copy of the minutes for the Special Membership meeting held September 27, 2008 was provided for each member present. The Special Meeting was for the membership approval for the \$75,000 budget change for a grant match to repair the 12-pipe spillway and for membership decision to take possession of Mason Drive for the purpose of installing a gate.

JAN TOWNSEND MOVED THAT THE MINUTES OF THE SPECIAL MEMBERSHIP MEETING BE APPROVED AS WRITTEN. ROGER HEUPEL SECONDED THE MOTION. THERE WAS NO OPPOSITION, MOTION CARRIED.

G. Report of Officers and Select Committees:

Minutes, Annual Membership Meeting, January 31, 2009**1. President's Report** – Neil McDonald

President Neil McDonald summarized some of the Board's accomplishments in 2008. Although settled in 2007, Neil reminded the membership that the legal issues with the Lincicome case are settled. The barge was removed from the boat ramp area, using Association purchased equipment a three man team shocked carp throughout the year, the 12-pipe spillway area required a temporary repair, and a section of Tallavana Trail was crack sealed. Through assistance from Natural Resources Conservation Service Tallavana received a shared grant of \$300,000 for designs and repair to the 12-pipe spillway, a drainage structure from the top of the far side of the dam and blueprints for the overflow pipe for future work on that. While the contractor is currently on site at the 12-pipes, he will be removing trees from the back side of the dam and using dirt from the 12-pipe area to re-slope the back side of the dam. Neil said that the construction at the 12-pipes and on the back side of the dam should be done by the end of March. At that time, the lake will be brought back to the legal level and not to be dropped for several years.

The Board strived to get three bids for every job to ensure obtaining the best prices to keep within the budgetary guidelines. It took the efforts of both Board members and many volunteers working together to provide the necessary services for Tallavana.

2. Legal Report – Neil McDonald & Rick Kornmeier (absent)

The legal fees were kept at a minimum because most of the legal issues were put on hold. The issue with Lambert pertaining to the runoff from his property is at a point where we cannot do anything about it. With help from NRCS, Lambert can put things in place that would minimize the runoff. Some of the legal fees incurred with foreclosures to protect the interests of the Association.

3. Lake Management – Bill Oswald & Tom Scott (absent)

Bill reported on two work days revolving around lake projects. Fish attractors built from shipping pallets and plastic 55 gallon drums were dropped into the lake to provide cover for the smaller fish. The other project involved providing a spawning area or nursery with the use of netting and floating jugs. While shocking carp, a few bass were picked up and put into the spawning area. Bill said that the nursery looked good until excessive rain floated the net off the lake bottom allowing the fish to escape.

With the help of Neil McDonald and Leonard Whatley, Bill reported the total carp harvest for 2008 at 1,305. One day alone they picked up 154 during a time when the carp were spawning on the north end of the lake. A large number of carp exited the lake through the 12-pipes during high water.

There was no one available to work cormorant control. The birds can very quickly destroy a lake. A large majority of fish caught or spotted while shocking showed stab wounds from the cormorants. It is hoped that we can find someone to work cormorant control next winter.

Lake Watch Report – Pat Powell

Pat thanked Lorie Crawford for the use of her boat and Lorie's brother for navigating while the committee collected water and data. She also thanked the LakeWatch volunteers.

Reports from LakeWatch indicated that the water quality is continuing to decrease. Sources of pollution are numerous and include runoff from neighboring agricultural businesses, large cormorant population, runoff from yards and septic systems.

Anyone interested in helping with LakeWatch should contact Pat. They will have to go through a 1-hour training in order to be certified for LakeWatch.

Lake Management Planning Committee – Diane Sheffield

Sean McGlynn has been contracted to perform TMDL sampling in 2009. Although the sampling done by LakeWatch has proven we have water quality issues, a higher level of qualified testing is required in order to be in line for grant money to clean the lake. The sampling will be done quarterly with the 1st quarter already done this month. The preliminary report showed that Magnolia Creek inlet high in bacteria, Hurricane Creek inlet was extremely high in nutrients which provide a habitat for algae, Beaver Creek inlet tested as good water. The oxygen levels were good other than the middle. There are plans to measure depths of the muck. With the

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current draw down of the lake, some of the top layers of muck have dried up to nearly nothing.

The next meeting for the Lake Management Planning Committee is Saturday, Feb. 28th at the pavilion.

Ray Zimmerman commented on the algae thinking that it added oxygen to the water. Diane explained that the alga actually sucks the oxygen from the water but there are good plants that do add oxygen; they are hard to keep because of the German carp rooting up the good plants.

Andrena Knicely asked if Sean's reports could be condensed and received by the membership. It will be considered.

Dona O'Neal asked if this was the right time to take water samples with the lake drawn down. Even with the lake down, sampling can be done. It is important to take samples on a quarterly basis regardless of the lake level. There are DEP protocols that must be followed when applying for a grant.

Louis Spears asked if a total draw down would help get rid of the carp. Our fish biologist, Bob Rousseau was previously asked that question. He told Diane the carp would go upstream and wait it out until the lake returned.

Dorothy Gillian asked what is being done to stop contaminants from entering the lake. Diane explained that Mr. Lambert has received funds to repair runoff issues. Sean McGlynn continues to meet with Mr. Lambert to address those issues. The nursery operations have their own filtration ponds. Diane suggested that we work with them by having our lake tested so that we have factual data to present if problems are found.

Jim Bock said that the State of Florida exempts agricultural businesses, which then influences our water quality. Diane agreed the State has one set of parameters but there are Federal guidelines that still have to be followed. She said it would be best to work with the nurseries and not be adversarial.

4. Roads, Grounds and Dam Maintenance – Kimsey Helms

This is Kimsey's last year for serving on the Board. He has served the community for approximately 18 years.

The Tallavana Homeowners' Association and neighborhood has come a long way since it started in 1975 as a weekend retreat with only a few houses. We have become a large neighborhood with all the complexities involved with a development approaching 34 years old. Our infrastructure is showing its age such as our drainage pipes (culverts) under our roads installed by the original developers. A March 2004 engineering report advised us that we have a total of 58 culverts of which 30 needed to be replaced within the next ten years. It recommended that 19 of the 30 culverts needed replacement and be done within the next 5 years. Since 2004, we have replaced about 16 culverts and repaired several culvert headwalls. The road budget for 2009 was increased to \$11,000 to include the replacement of more of these culverts.

The last major repaving of approximately 1.6 miles of Tallavana Trail was done in late 2006 and early 2007 with no major repaving done in 2007 or 2008. Approximately 0.6 mile of Tallavana Trail had the pavement cracks sealed in late 2008.

Additional stabilization was added to our dirt roads during 2008. We will continue to re-grade and add stabilization to our dirt roads as necessary after heavy rains. To help control dusting problems with our dirt roads, a heavy grit sand topping was added to part of Hickory Lane and Honeysuckle Drive during 2007 and 2008.

Mowing of the road shoulders, pavilion area, dam, etc. has stopped for the winter months. During these winter months tree and limb pruning will be done along the paved and dirt road shoulders for better visibility plus walking and mowing safety.

T.S. Fay gave us over 19 inches of rain during a 3 day period in late August, 2008 creating flooding over Tallavana Trail and erosion downstream of our 12 pipes under Tallavana Trail. The Association was able to obtain a 75% grant for the erosion repairs needed downstream of our 12 pipes. The work by Allen's Excavating started in Jan. 2009 with completion anticipated in March 2009. These flooding and erosion problems reminded the Board of the need to pursue a "back door" emergency exit for our neighbors across the dam. The Board has been obtaining information such as land prices and surveys to determine the feasibility of creating this exit. The 2009 Budget has identified \$35,000 for this emergency exit that could also possibly assist us when difficult culvert replacement(s) are needed.

Our proposed projects for 2009 include more road culvert replacements, removal of trees on the

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backside of the dam and repairs to its drainage systems, improvements to our existing D-8 sediment retention pond, and maintenance repairs to the pavilion, restrooms, and both docks. Erosion control structures are to be investigated and possibly built along our creeks and streams that feed our Lake Tallavana. If you would like to participate in helping our neighborhood with some of these projects, please contact any Board Member to volunteer.

Andrena Knicely asked how critical the situation with the culverts was since no culverts were replaced in the last year. Kimsey explained that the most critical is the big one in front of Don Jones' new home. It has been patched and the shoulder repaired but is in need of replacing. The problem with this particular culvert is that the road will have to be closed for a couple of days. Without a back exit, the problem becomes even greater. Andrena asked if there are any other culverts in danger of collapsing. Kimsey said that he could not say without further inspection.

Andrena asked how much it cost for the crack sealing. It was under \$4,000. Kimsey explained that it was a short term patch. We consulted with an engineering firm on that section of Tallavana Trail and the crack sealing was the least expensive recommendation. Andrena asked for confirmation that the reason that section of road continues to crack is because of a faulty road base. Kimsey confirmed and went on to explain that the original developers left a lot of undesirable stuff such as stumps and pipe clay under the road. The utilities are near the surface in the ditches. A more permanent solution would involve excavating the .6 mile section, removing pipe clay, completing a new road base and then a new surface. The total cost would run well into six figures and needed to be worked into the budget.

Update on 12-pipe spillway and dam – Neil McDonald

The total amount of the grant is \$300,000 of which Tallavana is responsible for a 25% match or \$75,000. They surveyed the dam, overflow, 12-pipes and runoff area on the Bloomquist property on the far back side of the dam. Preble-Rish drew up the plans, Natural Resources Conservation Service (NRCS) approved the plans, and Gadsden County is monitoring the project. Upon completion of the bidding process, the winning bid came in at \$235,000; our portion will be around \$59,000. As a result of this project, we will have the 12-pipe spillway repaired, the runoff area on the far side of the dam repaired, and blueprints for the overflow pipe for future reference when it comes time to work on that.

Northwest Florida Water Management District came out to inspect the project and while they were out they made a requirement that the trees on the back side of the dam be removed and the dam re-sloped. They approved the dirt being pulled from the spillway area to be used on the backside of the dam for the sloping. Allan Construction will do the work on the backside of the dam while they are on site for the 12-pipe spillway. The lake will have to be drawn way down to the point of the lake being below the level of the lowest tree on the backside of the dam. If a tree root is extending into the dam, it could cause a leak or worse a blowout when that tree root is pulled. All the holes will be repacked. This part of the project will cost us \$37,500. Marc Cocke will work on the replacement of sod. He will purchase the sod at his cost and put it down after the re-sloping. If the contractor purchased the sod he would tack on profit besides his cost. With Marc doing the sod work, we are saving money.

It will be just a little longer then we can bring the lake back up and keep it up for the next 5-10 years. The dam will be free of trees and re-sloped, the 12-pipe spillway will be done, and then the lake should remain up until the overflow pipe needs to be done. The lake will be drastically lowered again when work on the overflow pipe is done but until then, the lake will remain up. The lake will go back to the legal permitted level. Neil said he and Bill would replace the collar to the standpipe to bring the lake to the legal level. Only when we have huge storms coming in will we open the valve and drop the lake.

Diane Sheffield noted that the gate valve was partially open and water was trickling out. Neil said that was correct. Diane mentioned that it was discovered in the past that the gate valve was damaged when left partially open and that the valve was to be all the way open or all the way closed. Neil said that Bill has already taken care of that and the gate valve was closed at this point. He said they would open it the next few days in preparation for the tree removal on the backside of the dam.

Louis Spears asked how much will we be paying for the sod. Neil said he needs to get with Marc.

Skip Sheffield noted that the budget for the work behind the dam is \$35,000. The Budget committee

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recommended that a written scope of work be created to insure that when the work was bid out, all contractors would be bidding on the same work. Skip expressed concern that the Board went ahead accepting a bid of \$37,500 without a written scope of work and without the proper bid process. He is concerned that the Board violated a process that they put into place. He asked why the Board did not take the time to follow the right procedure believing that this was all done too quickly just this week with the current contractor on site. Skip said in a conversation with Lance Laird at NFWMD the previous day, he was told that the tree removal was a recommendation not a requirement as just stated. The Water Management District is not an enforcing agency but is only recommending according to the best practices from FEMA. Skip said since it is only a recommendation, we had the time to bid the work as the Board had previously agreed to do.

Neil explained that we did receive two bids: one was for \$18,000 but it did not include dirt or sod; the other bid was for \$60,000 and was high because the equipment had to be rented and it did include the dirt. When asked, Neil confirmed that there was no written scope of work. Neil said the reason the Board went with Allen Excavating is because NFWMD was here and said we could use our own dirt and Allen Excavating had the equipment already in place.

Skip pointed out that at the time the Board accepted the bid from Allen, there was still no written scope of work. He reiterated that the Board still had time to write the scope of work and properly bid the job. Neil insisted that the decision had to be made on the spot to keep the dirt from being trucked out. There were other comments made that with the economy down, there would be plenty of contractors willing to do the tree removal and sloping for much less and the project should be re-bid from a written scope of work. And there was no way of telling if we are saving money because the other two bids were not comparable. We also don't know how much over budget we will go with this project because the \$37,500 does not even include the sod.

Larry Jones said that the Board decided to set aside the bidding process this time. It may not be what everybody wants but it had to be done. Linda Ortiz clarified that the neighborhood is concerned about the dam and they want the work done. However, they want the Board to follow the procedures they put in place to insure the neighborhood is getting the best job for the best price.

Neil explained that the Board did get three bids for the job. Kimsey read the bids:

3 North 3 West bid \$16,000 to remove trees and repack the holes left by roots with dirt. This bid does not include dirt or sod. Obtained with no written specifications.

Arrowhead Enterprises bid \$60,125 to remove trees, fill stump holes, re-grade back slope and sod. All materials were furnished. Obtained with no written specifications.

Allen Excavating bid \$37,500 to remove trees, fill stump holes, re-grade back slope using dirt from 12-pipe spillway. If more dirt was required, THA would have to purchase it and the bid did not include sod. A scope of work was written only after a meeting with Water Management District and two Board members.

Kimsey noted that we have three different bids for different work and no written scope of work.

Larry explained that this is a disruption of the policy, an exception to the rule, but the Board did nothing wrong. Neil reminded the membership that if they thought the current Board was not doing their job, they could make those changes by the end of the meeting.

5. Security and Gate – Rob Combs

2008 was a good year for security in Lake Tallavana. Even though we had some of our usual problems, in comparison to other communities in Gadsden County, we can consider ourselves fortunate. Just ask Scott Ivey about the 2008 stats for Gadsden County or contact the Gadsden County Sheriff's Office. You will be glad you live in a community such as ours.

Some of the security issues that we did have in 2008 involved trespassers illegally fishing in our lake, late night parties at the pavilion, ATV's tearing up the roadway shoulders off Hickory, and dumping of deer carcasses on the power line. Most trespassers were confronted without incident and kindly informed of our rules and regulations pertaining to fishing in Lake Tallavana. Either the trespassers at the pavilion partying late at night got the word to stop their activity or the request for increased patrol worked. Rob had not been notified of any recent activity. Scott Ivey was notified of the ATV issue and Mike Fish is investigating the deer carcass issue. Both Scott and Mike do a tremendous job with keeping us safe with the security they provide and deserve our thanks. Most of us are not aware of all that they do in Lake Tallavana, yet they get it done.

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In closing, Rob said he looks forward to serving the community in 2009 on the Board as the security representative.

6. Member Relations & Communications – Per committee chair

a. Volunteer Sign-up Sheets

A lot of the work that is done around Lake Tallavana is done by volunteers. Volunteer work helps to keep costs down instead of paying for the work to be done. There are several areas members are needed to serve. They may designate those areas on the volunteer sign-up sheets.

b. Welcome Committee –

Five new families moved into Lake Tallavana and one lot was purchased. If there were any new members at the meeting they were asked to introduce themselves.

c. Web-Site – Linda Ortiz

The web site has over 1,000 visits per month, which has been a huge increase from past years. With approval from the Board, an electronic version of the ACC submittal will be made available. Linda mentioned the website has an area for member resources. The bulletin board at the gate has a limited time frame that notices can be posted. And business notices are not allowed. The website has a broader audience and allows the business notices to be posted for a longer period of time.

Linda encouraged members to take advantage of the message board to post information, questions and concerns regarding our Lake Tallavana community. The message board is also a place to post items for sale or business notices.

The membership complimented Linda on keeping an informative website.

d. Newsletter Committee – Linda Ortiz

The newsletter for Tallavana is quarterly. Linda asked for help by way of the submittal of articles, letters to the editor or any information that would be appropriate for our newsletter. Again, business notices are welcome and are more likely to be read than a quick glance at the bulletin board as you exit the gate.

Linda mentioned that she would like to maintain a member email list for the purpose of sending emergency information.

e. Social Committee – Pat Powell

The social for July 4th had a low attendance since we were unable to have fireworks. The Christmas Social drew about 35. The following members are on the Social Committee: Jill and Dave Taylor, Laura and Kimsey Helms, Cheryl Roberts and Pat Powell.

f. Beautification Committee – Diane Sheffield

With the help of Willis Rabon, a drip system was installed in the butterfly garden.

g. Pavilion Reservations – Debbie Robinson

It was another busy year for the pavilion. If you would like to use the pavilion for a private event, please contact Debbie via web site or phone to check for available dates. Reserved dates are posted on the web site calendar.

Volleyball and horseshoe equipment is available in conjunction with the \$25 deposit. When a \$25 deposit is received, a letter is sent to confirm your pavilion reservation and to inform you of the available equipment. A copy of the gate policy is included with the confirmation letter. A 72-hour notice is required for equipment use and for a gate-opening request. Restroom supplies are to be furnished by the member holding the event.

Regarding the gate, any time you need the gate to be opened, please provide a 72-hour notice so that we can accommodate your request.

h. ESO/Neighborhood Emergency Preparedness Planning – Cheryl Roberts

The Emergency Management for Gadsden County called to introduce a program they thought Tallavana would be interested in. Cheryl, Neil and Debbie attended a meeting to learn about a state program called Neighborhood Emergency Preparedness Planning. They were not aware that Tallavana used to have an emergency planning organization called Emergency Support Organization or ESO. NEPP had some of the same ideas as our former ESO so it was thought that NEPP would be a good fit for Tallavana. As always, neighborhood participation and support is needed. After T.S. Fay it became apparent that we need an emergency program in place.

Cheryl volunteered to chair the NEPP in Tallavana and Debbie volunteered to be the second. It was a good situation with each person living on opposite sides of the dam. Cheryl reiterated the need for the emergency exit making it very clear that the exit would be gated and locked to be used only in a true emergency.

The state has set aside some funds for NEPP to help the participating neighborhoods get the program up and running. Tallavana has received some money designated for emergency planning.

Cheryl would also like to set up a Pet Registry. Members are to register their pets giving names and descriptions and any other helpful information. This information would be used for lost pets to be returned to their owners.

Cheryl took this time to thank the Board for all they do. She asked the members to support the Board as they are fulfilling a need for our community.

7. Architectural Control Committee (ACC) –Earl Mills

Earl introduced the committee members: Pat Powell and Earl Mills (co-chairpersons), Virginia Everett, Jim Grantham, Linda Ritchie and alternate, Linda Ortiz.

The ACC reviewed 40 submittals in 2008. Most of the submittals were for tree removal and roof replacements. Earl developed a system to place the sign in the yard, give the homeowner a postcard to return when the project is complete, and then retrieve the sign upon receipt of the postcard. The ACC submittal form will soon be available on our web site. Earl encouraged members to attend the ACC meeting held the first Tuesday of the month at the pavilion.

8. 2008 Treasurer's Report – Given by Debbie Robinson in the absence of Rick Kornmeier

The total deposits for 2008 were \$188,913.76 and of that \$13,343.30 were from 2007 or before. The 2008 routine operating expenses totaled \$97,383.43 coming in \$51,174.57 less than the 2008 Budget amount for that category. The 2008 Major Project expenses were \$48,002.69, \$23,997.31 less than the 2008 Budget amount for major projects. The Major Project expenses included repairs to the back side of the dam and spillway, GIS mapping of the lake for watershed modeling and culvert replacements.

Both categories, Routine and Major Projects, came in under Budget for the following reasons: there was no annual fish report, only 1 aquatic weed spraying, of the \$20K budgeted for legal only \$4,488 was spent, the corporate secretary/bookkeeper declined pay for hours worked over contract, there were no July 4th fireworks, there are several storm water ponds that need restoration but we did not do that and all road projects came in under budget.

The \$75,000 for the grant match that was set aside in 2008 will roll over to 2009 as that project has just started.

The balances at the end of 2008: Checking \$738.69, Money Market \$58,149.78, CD & Savings \$53,120.41, and Grant Fund \$75,040.07.

Upon being elected to the Board, Rick Kornmeier went to Debbie's office to review the records and accounting procedures. He reported back to the Board that he found everything in order and commented that Debbie keeps more detailed records than he ever would.

Copies of the 2009 Detailed Budget are available to the membership and were asked to sign-up if they wanted one.

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The Budget Committee considers the priorities of the Board and the community. The mission of the Budget Committee: Our primary objective is to prepare a long range budget plan and to recommend to the Tallavana Homeowners' Association Board of Directors an annual budget that will maintain the community in good condition such that it maintains our property values, maintains a safe and healthy environment, meets owners' quality of life expectations, and maintains stable annual homeowners' assessment rates.

We look at a long range, 10-year model, anticipating our needs for that time period. With past experiences and history, we see that major infrastructures need replacing or major maintenance every 7-10 years. With the 10-year model, we can anticipate these major money projects making sure we have the funds to cover the project without going into debt. We also try to maintain a certain amount for reserves so if there is an emergency expense, we don't have to borrow money.

In the past, we met only in the last quarter of the year prior to the approval of the new budget but we found that some of the projects were too complex and we were unable to come up with the true cost of the project and long term maintenance after that. In 2008, beginning in March, we met monthly, inviting members to participate so that we had more input. One of the first items of business was to establish a template for project proposals that would give us detail information to make better decisions prior to adding the project to the budget. The budget is split into two sections; Routine Operating Expenses and Major Projects. With 25 years of experience, it is easy to determine the routine expenses. The committee reviews the projected routine expenses but spends more time with the major projects, the one-time only expenses that require more consideration prior to making recommendations to the Board.

The format of the template is:

Project Name – a brief and unique descriptive name for the project.

Problem Statement – What is the problem(s) this project will effectively address?

Project Description – What will be the final result if the project is completed?

Benefit to the community – What is the justification in terms of how the community will benefit from this project?

Impact of not doing the project – What is the downside of not doing this project?

One-Time Cost Breakdown – Estimate the cost of each component of the project. Indicate whether the estimate is a rough guess, a calculated estimate, or a quotation from a potential vendor. Indicate which components, if any, could be done by volunteers from the community.

Operating & Maintenance costs – Once the project has been completed, are there any recurring operating or maintenance costs that should be budgeted in subsequent years? Be specific.

Time frame estimates – Once started, how long will this project take to be complete?

Conditional issues – Are any permits required to legally proceed with this project? Is the project dependent upon something else happening first, such as a lake draw-down? Should it be done in a particular season? Are any other projects dependent upon this project being completed first?

Don noted that even with the format, some projects were challenging to fill in the blanks. Once we were working with the format it became apparent that the information gathered for the project proposal would be useful when writing the scope of the project for bidding purposes.

The committee looked at several projects throughout the year with some projects voted down, some were determined too expensive without grant funds, some could be postponed a few years, some not yet defined and the rest worked into the budgets for 2009, 2010 or 2011. The major projects budgeted for 2009 are Emergency Exit, \$35,000; Tree removal backside of dam, \$35,000; and Association owned computer and backup system, \$2,200. Currently all the computer records are kept on personally owned computer.

The 2009 Budget was approved at the January 14th, 2009 Board meeting with the annual assessments remaining at \$600 per member. It appears we will be able to hold the assessment at this rate one more year. The total 2009 Budget is \$297,921 with Routine Operating Expenses at \$119,221 and Major Projects at \$178,700.

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Scheduled meetings are announced on the bulletin board and may begin in March or April. Don thanked all those who participated in the meetings. Andrena Knicely thanked Don for his expertise as committee chairperson. Jim McMichael commented on the importance of the committee's mission statement and said sometimes we put too much focus on the assessments and not enough on what our neighborhood is really about. He appreciated the mission statement of the committee.

10. Corporate Secretary/Bookkeeper – Debbie Robinson

Debbie thanked all those who helped with the meeting including those who helped with the preparation prior to the meeting and those helping at the meeting. She reminded the members to use the THA Drop Box for their payments. The box is checked several times a day.

Anyone needing auto decals, boat decals and gate cards should contact Debbie. The gate cards are getting old and new ones are available if the old card no longer works.

The Board had previously mentioned that the lake would not be drawn down for at least five years once all the construction is done. With that in mind, anyone on the original permit for shoreline restoration needs to get their project done while the lake is down now. The permit expires in 2011 but according to this Board, this is the last time the lake is to be drawn down for the next five years.

Debbie took a couple of minutes to speak of the dedication of retiring Board Member, Kimsey Helms. Kimsey was elected to the Board in 1991 and has served tirelessly since. He has served in the capacities as a Director and Officer. He's been seen out in storms, middle of the night, anytime there was a call. Debbie asked for the membership to make a special effort to show Kimsey their appreciation.

H. Election of Directors**1. Nominating Committee Report – Jim Poss, Chair**

At the November 2008 Board of Directors meeting the following were selected for the Nominating Committee: Bill Findley, Mark Palmquist, Jim Poss, Pat Powell, Cheryl Roberts and Leonard Whatley as alternate. A notice was placed on the bulletin board asking anyone interested in serving on the Board to contact Jim Poss. Each Board Member whose term is ending was asked if they desired to return. Neil McDonald and Bill Oswald said they desired to return to the Board, Kimsey Helms declined. The committee met on December 4th with all members present except Cheryl; as the alternate, Leonard was moved to the committee.

The nominating committee discussed the existing two Board members who wished to return as well as two additional names, Earl Mills and Linda Ritchie. By written ballots, the nominating committee chose Earl Mills, Neil McDonald and Linda Ritchie. Each of the three agreed to serve; each one is in good standing in the community and current in their assessments. While these three are submitted to the membership, we must also take nominations from the floor.

2. Nominations from the floor

Jim Poss asked if there were any nominations from the floor.

STEVE KINARY NOMINATED BILL OSWALD. JOHN WHITEHEAD SECONDED THE NOMINATION. BILL OSWALD ACCEPTED.

Jim asked if we had any other nominations from the floor. He asked a second, third and fourth time.

LEONARD WHATLEY MOVED TO CLOSE THE NOMINATIONS FROM THE FLOOR. ROGER HEUPEL SECONDED THE MOTION. THERE WAS NO OPPOSITION, MOTION CARRIED.

Jim explained that there are three names on the ballot and one nomination from the floor. If so desired, the members could write Bill Oswald's name on the ballot. He further explained that we will be voting for 3 of the 4 individuals. Any ballot marked for all 4 candidates will be disqualified. Members may wish to vote for less than 3 candidates. Only one mark or vote per candidate is allowed.

The four candidates were then allowed to speak to the membership.

Minutes, Annual Membership Meeting, January 31, 2009**3. Voting –**

Ballots were gathered and turned over to a committee for tallying. Pat Powell, Sue Poss and Gary Robinson tallied the ballots. Following are the results of the ballots:

Neil McDonald – 81
Earl Mills – 99
Linda Ritchie – 69
Bill Oswald – 58

At this point in the meeting, Neil McDonald announced that Bill Oswald would no longer offer his volunteer services to work the shocking boat or the gate. If Bill is called to work on the gate there will be a charge of \$135/hour.

I. Old Business: There was none.

J. New Business: There was none.

K. Questions and Answers: There were no other questions.

L. Adjournment of Meeting: With no further business, meeting was adjourned at 1:32 p.m.

Respectfully submitted,

Debbie Robinson,
Corporate Secretary/Bookkeeper,
Tallavana Homeowners' Assn.