

Whitehall Manor Homeowners Association  
Board of Directors Meeting Minutes  
December 18, 2007, 7:00 pm – 320 N. Salem St Suite 300

**Board members present:** Seth Packham, Mark Sporer, Eric Sayer, Brandon Whelan  
**Board members absent:** Jay Manganaro, Lisa Montoya  
**Others present:** Gordana Sekulic (HRW)

Seth Packham called the meeting to order at 7:15 and a quorum was established.

Minutes from the November meeting were approved with changes.

**Committee reports:**

**Pool:** Ms. Sekulic explained the situation with the excessive use of water. The town of Apex called to notify us that over 50,000 gallons of water had been used. Based on a pressure test, American Pool suspects a leak in the fill line, somewhere between the pump house and pool. They bid \$1700 to begin locating and repairing the leak. The Board requested Ms. Sekulic to get Clean Pools' bid and opinion on the situation. Ms. Sekulic to coordinate this. Water bill from Apex may be excessive.

**Grounds:** Entry lights installation completed today. Mr. Packham and Mr. Manganaro have both inspected the work and spoken with electricians on site.

**Rules & Regulations:** Architectural standards published on [whitehallhoa.com](http://whitehallhoa.com)

**Management report:**

- Ms. Sekulic reviewed delinquencies and presented financial summaries.
- Neighborhood drive-thru completed today, but very few violations.
- Assessment notices were ordered from 3<sup>rd</sup> party billing company in November but that company failed to mail them out. HRW mailed letters to homeowners on Dec. 17<sup>th</sup>. Board indicated that we should not pay for this extra mailing.

**Other Business:**

Seth Packham signed the contract with Clean Pools 4 You, the new pool management company. Ms. Sekulic retained the contract for our records.

Mr. Sayer informed the Board that the Board's Officers and Directors Liability Insurance coverage was cancelled in August. Ms. Sekulic to get information from Mr. Sayer and follow up immediately to renew this coverage.

Mr. Whelan suggested decreasing the regularity of Board meetings to quarterly or bi-monthly. Board decided to postpone this discussion.

Mr. Packham asked whether the Board was interested in appointing a new Director to fill the empty spot from Ms. Jackson's resignation. The Board determined they would wait until annual meeting in April to fill the spot via election.

Ms. Sekulic obtained signatures from Board members to allow HRW to handle the HOA's bank accounts.

Meeting adjourned at 8:30 pm. Next meeting will be January 15, 2008 at 7pm.