

**MINUTES OF THE September 20, 2012  
BOARD MEETING**

The undersigned, President Tara Mitchell of Four Seasons Farm Community Association, Inc. (the "Association"), certifies that at 7:06 p.m. on Thursday, September 20, 2012 was held at 201 Stennis. Also present were Directors Chris Irvin and Tom Sullivan. Community Association Manager, Candace Douglas was also present.

**Roll Call**

Quorum was established.

**Management Report**

\_ Manager Douglas presents the current financials and discussed the current delinquencies and financial status.

\_ Manager Douglas explained the collection process. Further discussion on how to address the delinquent accounts and bring the number of delinquency's down.

\_ Review of the end of year balance shows an ending cash balance higher than three months of operating expenses. Director Mitchell motioned to move the funds to the reserve account along, Director Irvin seconded the motion. All members present approved the motion.

**Old Business**

\_ Director Mitchell discussed the follow-up of the meeting with John Ball and Jenny Key of RealManage. Charges for transfer fees are still being charged to the Association and proof of repayment for the charges has not been received from Jenny Key.

\_ Director Mitchell discussed the National Night Out project. Manager Douglas will get \$200 for the purchase of snacks, drinks and gift cards to give away.

\_ Director Sullivan volunteered to install the deed restriction sign at the Phase I entrance.

\_ Director Mitchell informed the Board that Diego will cut the 150 frontage for \$400.

\_ Director Mitchell informed the Board that communication issues had been resolved with Manager Douglas. Since improvements were made on the level of service from RM, the Directors agreed that all efforts need to be made into making this partnership work. Switching mgmt companies would possibly appear unstable and be confusing for the community. Also, the unknown level of service a new company would provide would be a risk.

**New Business**

\_ Manager Douglas presented the 2013 draft budget for discussion. The budget shows that no increase is required for the 2013 fiscal year.

\_ The Board gave preliminary approval for the 2013 draft budget as presented. The 2013 budget will be reviewed for final approval at October board meeting.

**Adjournment**

The October Board meeting will be October 25, 2012 at 7pm. The meeting adjourned at 8:15 PM.

ATTEST:

*Tara Mitchell*

Tara Mitchell, President

11/29/12

Date