

# HEATHER HILLS HOMEOWNERS ASSOCIATION

## ANNUAL MEETING NOTICE

In accordance with the Covenants and by-laws of the **HEATHER HILLS HOMEOWNERS ASSOCIATION**, this is official notice of the Annual Meeting to be held on **Monday, February 6, 2012 at 7:00 p.m. at the Grace United Methodist Church at 627 Taylor Road, Greer (just up the street from Heather Hills).**

**It is important that we establish a quorum either in person or by proxy. The quorum requirement for the annual meeting is 25%. If you are unable to attend, we are enclosing for your convenience a proxy, which should be filled out and returned to:**

HEATHER HILLS HOMEOWNERS ASSOCIATION

C/o Goldsmith Company

PO Box 1827

Greenville, SC 29602

Association financial reports, 2012 Budget, election of Board member, committee updates, and general discussion from the community will be the format for the meeting. There is one board position available for 2012. Currently, there is one nominee to fill this position, Brandy Scroggs.

If you have a particular issue or topic you would like addressed please submit it in writing to Goldsmith at least three (3) business days prior to the meeting. Please limit topics to those pertaining to Association issues only.

There will be Committee sign-up sheets at the meeting for you to fill out if you are interested in serving on a committee.

**HEATHER HILLS HOMEOWNER'S ASSOCIATION  
ANNUAL MEMBERSHIP MEETING  
February 6, 2012**

**Agenda**

- |       |  |         |
|-------|--|---------|
| I.    | Call to order / Quorum Verification            | 7:00 PM |
| II.   | Notes of 2011 Annual Meeting                   | 7:02 PM |
| III.  | Board Report                                   | 7:05 PM |
| IV.   | Architectural Committee Report                 | 7:15 PM |
| V.    | Financial Report                               | 7:20 PM |
| VI.   | 2012 Budget                                    | 7:30 PM |
| VII.  | Election of Board Member<br>Nominations / Vote | 7:40 PM |
| VIII. | Open Forum                                     | 7:50 PM |
| IX.   | Adjourn  | 8:10 PM |

## **Heather Hills Annual HOA Meeting 01-24-2011 at Grace United Methodist**

HOA Board Members were present (Chris Angel-President, Joel Hutcheson- Vice President, Tim Hutcheson-Secretary) as was Goldsmith (HOA Property Management Association) representative Nancy. 16 property owners were present in person or represented by proxy.

7:04pm Chris Angel called the meeting to order, Tim Hutcheson seconded the motion.

7:05pm Chris read the notes from the 2010 annual meeting, and the minutes were approved by Joel Hutcheson.

7:08pm Board Reports were presented by Chris. Nothing out of the ordinary was discussed.

7:15pm Architectural Committee Report was given by Chris. 2 or 3 projects were submitted last year and approval was granted. Martin (206 Clay Thorn) said he would be submitting a request to the committee in the upcoming weeks. Tim Hutcheson brought up the black posts and chains at the entry that were recently hit and partially knocked down. Chris Angel said the poles were plastic and that he would remove all of the poles. This was unanimously agreed upon by the present property owners.

7:25pm Nancy presented the Financial Support. We are under budget in almost every category. The Association has about \$10,375 in total liabilities and equity. Sandy at 202 Clay Thorn asked why the management fees had increased. Nancy advised that Mr. Goldsmith has retired and 3 partners have taken over (new name is G3). Management fees across the board have increased since the new ownership. Martin asked if the HOA was required to have a minimum balance required by the state. Since the HOA is incorporated and not a 501C3, a minimum balance is not required. Potential mailbox, fencing, sidewalk, or entrance sign issues were cited as the purpose of the reserve account. Derrick (7 Ashby Cross) asked about the amount the Association pays for electrical expenses and Nancy said it is a negligible amount- around \$15 or so a month.

7:42pm Amy Hill (3 Ashby Cross) new Association member, was nominated by Derrick Scott for Secretary and seconded by Martin Livingston. Amy was unanimously voted Secretary replacing Tim Hutcheson whose 3 year term expired. Joel Hutcheson was approved as new President and Chris Angel was approved as Vice President. Tim Hutcheson replaces Sandy on Architecture Committee and Sandy was moved to the Landscape Committee.

7:52pm Joel Hutcheson moved that the meeting be adjourned and Martin Livingston seconded.

Minutes Submitted by Tim Hutcheson, outgoing Secretary.

# Heather Hills HOA

Balance Sheet  
As of 12/31/11

## BALANCE SHEET ASSETS

### CASH:

CASH-OPERATING RBCC BANK  
CASH-RESERVES-RBC

\$ 9,233.35  
3,043.02

Subtotal Cash

\$ 12,276.37

### CURRENT ASSETS:

Subtotal Current Assets

\$ .00

### FIXED ASSETS:

Subtotal Fixed Assets

\$ .00

### TOTAL ASSETS

\$ 12,276.37  
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## LIABILITIES & EQUITY

### CURRENT LIABILITIES:

Prepaid Owner Assessments

\$ 107.06

Subtotal Current Liab.

\$ 107.06

### RESERVES:

Reserves - Unallocated

\$ 3,043.02

Subtotal Reserves

\$ 3,043.02

### EQUITY:

Prior Years Net Income/(Loss)

\$ 7,757.98

Current Year Net Income/(Loss)

1,368.31

Subtotal Equity

\$ 9,126.29

### TOTAL LIABILITIES & EQUITY

\$ 12,276.37  
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**Heather Hills  
Budget  
1/11/2012**

	<b>2011 Actual</b>	<b>2011 Budget</b>	<b>2012 Budget</b>
<b>Income</b>			
Annual Dues	10491.10	10200	10200
Late Fee Income	89.36	0	0
Legal Fees Reimbursement	0.00		
Interest Income	22.03		
<b>Total Income</b>	<b>10602.49</b>	<b>10200.00</b>	<b>10200.00</b>
 <b>Expenses</b>			
Management Fees	4020.00	4020.00	4150.00
Accounting/Legal Fees	360.00	600.00	675.00
Postage/Copy/Administrative	374.38	400.00	400.00
Insurance	676.00	680.00	680.00
Electricity/Water	196.77	350.00	325.00
Grounds Improvements	0.00	500.00	400.00
Grounds Maintenance	2380.00	2500.00	2250.00
General Repairs	205.00	150.00	120.00
Bad Debt Expense (annual dues uncollectible)			400.00
<b>Reserve Contribution</b>	<b>1022.03</b>	<b>1000.00</b>	<b>800.00</b>
<b>Total Expenses</b>	<b>9234.18</b>	<b>10200.00</b>	<b>10200.00</b>
<b>Current Year Net Income</b>	<b>1368.31</b>	<b>0.00</b>	<b>0.00</b>

**HEATHER HILLS HOA  
Annual Meeting  
February 6, 2012**

**If you have a particular topic that you would like to present for a brief discussion at the Annual Meeting, please complete this form and mail it to: Heather Hills HOA, PO Box 1827, Greenville, SC 29602. Or you may email it to [HOAsupport@goldsmithpm.com](mailto:HOAsupport@goldsmithpm.com). Please submit form at least five (5) business days prior to the annual meeting.**

**Name(print)** \_\_\_\_\_

**Address** \_\_\_\_\_

**Topic of Discussion:** \_\_\_\_\_

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**HEATHER HILLS HOMEOWNER ASSOCIATION  
ANNUAL MEETING  
PROXY**

I/We hereby appoint the President or \_\_\_\_\_ (a member of the association) with the power of substitution as proxy to cast my/our vote in my/our absence at the HEATHER HILLS HOMEOWNERS ASSOCIATION ANNUAL MEETING to be held Monday, February 6, 2012 at 7:00 P.M. at the Grace United Methodist Church, 627 Taylor Road in Greer. This proxy is valid for all matters discussed and voted upon unless I/we cancel this proxy in writing prior to the meeting or by attending the meeting in person. **All proxies must be returned to:**

**HEATHER HILLS HOMEOWNERS ASSOCIATION**  
C/O Goldsmith Company  
P.O. Box 1827  
Greenville, SC 29602

OR  
You may fax your proxy to Goldsmith at 297-6207  
OR  
Email proxy form to [HOAsupport@goldsmithpm.com](mailto:HOAsupport@goldsmithpm.com)

*In order to establish a quorum, all proxies should be returned and may be reclaimed at sign-in the day of the meeting.*

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2012

Signed: \_\_\_\_\_

(Please print last name) \_\_\_\_\_

Address: \_\_\_\_\_