



The Arboretum News

January 2012

www.ArboretumHOA.org

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January Board Meeting

The meeting was called to order on Tuesday, January 10, 2012 at 7 pm by President Mike Gould. Directors Alice Ervin, Shirley McGraw, Bob Hittinger, and Jim Czekalski were present. Bob Hittinger moved that the minutes of the last meeting be approved. Alice Ervin seconded and the motion was passed. Treasurer Tom Kehoe was absent.

Committee Reports

- Landscape - Jim Czekalski reported that pine straw has been put down but the job completion had to wait until more pine straw became available. Winter flowers are being planted this week and seasonal maintenance is being done.
- Building and Grounds - Bob Ahlers reported that the restrictor at the bridge was knocked down but has been restored. The dam at the pond is being fixed. A spillway will be constructed in the middle portion to better control the flow during adverse conditions. Max McGraw is in the process of assembling

Upcoming Board Meetings

Board Meetings are held on the 2nd Tuesday of each month at the Arboretum Clubhouse at 7:00PM. All Arboretum Community Association members are encouraged to come and make your voice heard.

- * February: Tuesday, February 14th
- * March: Tuesday, March 13th
- * April: Tuesday, April 10th

Association Tip of the Month

If you have forgotten your password, you can have it reset on the website.

On the home page next to the login button is a link "Forgot?", clicking this link will take you to the reset password page.

Or you can click on the Members Page and scroll to the bottom. There you will see the following:

Forgot password? [Click here to reset](#)

Click on the link and you will be asked to enter your username and email address. Your username and email address are the same. It is the email address that is subscribed to the google group.

Once you enter this information you will receive an email with a new password. You can change this password after you log into the website using it.

a painting crew to paint the inside of the club house. That project is scheduled for next week.

- Social Committee - No representative was present for a report but it was noted that a preliminary announcement has gone out for a February 19th wine and cheese party.
- Pool - Rob Clark reported that all is working fine. Some extra igniters are on hand to expedite repair in any future failures. The

cause of the frequent igniter failures is still a mystery.

- Caswell Beach Liaison - Bob Ahlers gave a report in Marti Hardy's absence. This week the work done by the town to fix the flooding on Greenview Drive will start. Caswell Dunes is redesigning an island in the road and has approached Bob about possible Arboretum help to finance it.
- Architectural Review Board - Sarah Williams gave the report for this committee. The summary of this month's activities is as follows: A tent and a trailer needed to be removed from some properties. A tree removal was approved with the recommendation that it be replaced by a new one. A security deposit was refunded upon completion of landscaping at a new home.

The ARB is requesting that the following changes be approved by the Board of Directors:

- * Construction hours be extended from 6:00pm to 7:00pm with the stipulation that no noisy tools be used after 6:00. – granted.
- * Change the requirement that portable toilets be located on properties during construction to “sanitary facilities must be provided” since facilities in a house may be available. – granted.
- * Red Book should be updated, maintained, and distributed to all residents. There are currently discrepancies existing and this matter is under discussion.
- Clubhouse Reservations - Bo Plant sent along the report that there was one reservation for this month.
- Clubhouse Management - Rich Walsh reported that only routine pest spraying is scheduled. People who had reservations

have been notified that the clubhouse will be unavailable during the days of painting. The pool area will be open as usual.

- Security - Bob Hittinger reported that everything is working fine. He pointed out that the new clubhouse reservation form includes the specific times so that the door can be set open electronically.

New Items:

- Vote to Approve Reserve Allocations - The 2012 capital budget proposal included some adjustments to capital reserve balances. These adjustments included:
 - * Transfer \$2,500 remaining reserve in Pinehurst Road to Arboretum Roads reserve
 - * Transfer \$15,000 from All Other balance to Arboretum Roads reserve.
 - * Transfer \$10,000 of unspent 2011 Arboretum Roads expense to Arboretum Roads reserve.

These transfers will result in a 12/31/11 Arb. Roads reserve of \$51,727 as projected in the 2012 Capital Budget.

Shirley McGraw moved that these transfers be approved. Jim Czekalski seconded the motion and it was passed.

- Approval of Funds for Upholstering and Clubhouse Interior Painting.

The redecorating of the clubhouse had previously been approved but the actual allocation of funds needed to be approved. This includes \$1,500 for paint and \$1970 for upholstery. Alice Ervin moved that this expenditure be approved. Jim Czekalski seconded and the motion passed.

- Updating the Red Book - The board of

directors is currently researching possible ways to efficiently and cost-effectively update the Red Book and was welcoming audience suggestions. Some of the ideas included:

- * Updating on the website with the possibility of hiring a webmaster.
- * Keeping a copy in the clubhouse library for those who do not use a computer.
- * Dating pages so users can tell if they have the latest version.
- * Updating on the website but offering residents the option of having a printed copy.
- * Printing out the book as it exists now and update electronically in the future.

The board will continue to look into various options and get back to us.

Bob Hittinger moved to adjourn the meeting. This was seconded by Alice Ervin and passed. The meeting was adjourned at 7:50pm. The next meeting will be February 14, 2012.

Respectfully submitted,

Linde Johnson
Acting Secretary

Don't
Forget!

WINE & APPETIZER
PARTY

Sunday, February 19th

3 to 5 p.m.

No Sign-up for the party

No Fee - Bring your
favorite appetizer to share
with your neighbors

Must wear
Something
Red!

2012 Operating Budget

ARBORETUM COMMUNITY ASSOCIATION

9/2/11

OPERATING BUDGET - 2012

| | YR 2011 EST ACT | YR 2011 BUDGET | YR 2012 BUDGET | BUDGET CHANGE |
|---------------------------------|--------------------|-------------------|-------------------|------------------|
| <u>INCOME</u> | | | | |
| ASSESSMENTS | 121,200 | 121,200 | 121,200 | - |
| CLUBHOUSE RENT | 600 | 400 | 500 | 100 |
| INTEREST | 418 | 500 | 400 | (100) |
| LATE CHARGES | 50 | - | - | |
| OTHER INCOME | 2,858 | - | - | |
| TOTAL INCOME | 125,126 | 122,100 | 122,100 | - |
| <u>EXPENSE</u> | | | | |
| BOOKKEEPING | 2,040 | 2,040 | 2,040 | - |
| BRIDGE & ROAD REPAIR | 60 | 700 | 500 | (200) |
| CASWELL BEACH PLANTATION | 30 | 30 | 30 | - |
| CLUBHOUSE MAINTENANCE | 5,310 | 6,400 | 6,000 | (400) |
| ELECTRIC | 13,307 | 12,500 | 13,600 | 1,100 |
| HEAT (POOL/SPA) | 12,243 | 12,500 | 12,500 | - |
| INSURANCE | 10,940 | 11,350 | 11,500 | 150 |
| IRRIGATION REP & MAINT | 387 | 700 | 300 | (400) |
| LANDSCAPING SERVICE | 13,620 | 14,800 | 14,000 | (800) |
| LANDSCAPING SUPPLIES | 3,800 | 3,800 | 4,000 | 200 |
| LEGAL | - | 5,000 | 500 | (4,500) |
| OFFICE | 990 | 1,000 | 1,000 | - |
| POND MAINTENANCE | 500 | 500 | 500 | - |
| POOL LICENSE TAX | 400 | 350 | 400 | 50 |
| POOL/SPA REPAIR | 1,470 | 2,100 | 2,000 | (100) |
| POOL SUPPLIES | 1,000 | 1,000 | 1,250 | 250 |
| POOL TRAINING | 495 | 300 | 165 | (135) |
| REAL ESTATE TAXES | 450 | 450 | 450 | - |
| SEWER | 906 | 800 | 1,000 | 200 |
| SOCIAL EVENTS | 900 | 900 | 900 | - |
| SUNSHINE COMMITTEE | 267 | 300 | 300 | - |
| TELEPHONE/INTERNET | 1,075 | 675 | 1,320 | 645 |
| TELEVISION | 1,052 | 1,030 | 1,080 | 50 |
| TENNIS COURT MAINT | - | 300 | 300 | - |
| WATER | 2,203 | 3,200 | 2,400 | (800) |
| TOTAL EXPENSE | 73,445 | 82,725 | 78,035 | (4,690) |
| TO CAPITAL ITEMS ACCOUNT | 67,000 | 58,000 | 57,300 | (700) |
| TOTAL BUDGET | 140,445 | 140,725 | 135,335 | (5,390) |

The 12/31/11 operating fund balance is expected to be \$39,600. The \$39,600 operating fund balance will be reduced by \$13,235 (135,335-122,100) to completely fund the 2012 operating & capital budget. The remaining operating fund balance of \$26,365 covers approx. 4 months operation.

2012 Capital Budget

ACA CAPITAL ITEMS PLAN - 2012


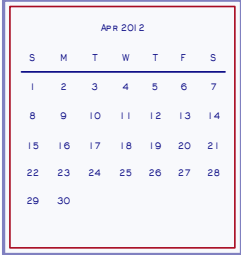








| | 2011 | | 2011 | | 2012 | | 2013 | | 9/6/2011 |
|---------------------------------|--------------|--------------|--------------------|--------------------|--------------|--------------|--------------|--------------|----------|
| | EXPENSE | RESERV | EXPENSE | RESERV | EXPENSE | RESERV | EXPENSE | RESERV | |
| | BUDGET | BUDGET | FULL YR EST ACT | FULL YR EST ACT | BUDGET | BUDGET | BUDGET | BUDGET | |
| CAP BALANCE-START YEAR | 0 | 45,500 | 218 | 48,300 | 3,732 | 83,227 | 32 | 73,227 | |
| ARBORETUM ROADS | 10000 | 10000 | | 51727 | | 22000 | | 20000 | |
| PINEHURST ROAD | | 5000 | | (26,000) | | | | | |
| STORM RECOVERY | | 5000 | | 8000 | | | | | |
| BRIDGE REPAIRS | 1000 | 3000 | | 3000 | 1000 | 3000 | 1000 | 3000 | |
| IRRIGATION SYSTEMS | 1000 | | | | | | | | |
| CLUBHOUSE REPAIRS, MISC. | 3000 | | 2400 | | 3000 | | 3000 | | |
| CLBHSE FURN/APPLIANCES | 2000 | | 2000 | | 6500 | | 3500 | | |
| CLBHOUSE DECK | 3000 | | | | 1000 | 2000 | | 2000 | |
| CLBHSE MECH. EQ.(AC&HEATER) | | | | | | 2000 | | 2000 | |
| TENNIS COURTS | | | | (12,300) | | 2000 | | 2000 | |
| POND FOUNTAIN | 1500 | | | | 1500 | | 1500 | | |
| POOL/SPA HEATERS | | | | | 4000 | 2000 | | | |
| POOL/SPA MAINT/REPAIRS | 2000 | | | | 2000 | | 2000 | | |
| ROOF REPLACEMENT | | 2000 | | 2000 | | 2000 | | 2000 | |
| POOL ACIDIZING / RESURFACING | | 4000 | | 8500 | | 4000 | | | |
| CLUBHOUSE DOORWAY | 3000 | | 2280 | | | | | | |
| STORM WATER DRAIN | | | 107 | | 2000 | | | | |
| SECURITY SYSTEM | | 2500 | 4500 | | | 1000 | | | |
| ANNUAL TOTAL | 26500 | 31500 | 11287 | 34927 | 21000 | 40000 | 11000 | 31000 | |
| ADDITION TO CAPITAL PLAN | 26500 | 31500 | 31000 | 36000 | 17300 | 40000 | 11000 | 31000 | |
| CAP BALANCE-YEAR END | | 77,000 | 3732 | 83227 | 32 | 73227 | 32 | 85727 | |

| RESERVED FUNDS CARRY FORWARD: | ##### | SPEND/TRANS | ##### | SPEND/TRANS | ##### | SPEND/TRANS | ##### |
|-------------------------------|-------|-----------------|-------|---------------|-------|--------------|-------|
| ARBORETUM ROADS | 10000 | -0- /51727 | 51727 | (50000)/22000 | 23727 | -0- / 20000 | 43727 |
| BRIDGE REPAIRS | 3000 | -0- / 3000 | 3000 | -0- / 3000 | 6000 | -0- /3000 | 9000 |
| CLBHSE DECK | 0 | | 0 | -0- / 2000 | 2000 | -0- / 2000 | 4000 |
| CLBHSE MECH. EQ.(AC&HEATER) | 0 | | 0 | -0- / 2000 | 2000 | -0- / 2000 | 4000 |
| PINEHURST ROAD | 31000 | (14773)/(11227) | 0 | | 0 | | 0 |
| STORM RECOVERY | 5000 | -0- / 8000 | 8000 | | 8000 | | 8000 |
| ROOF REPLACEMENT | 6000 | -0- / 2000 | 6000 | -0- / 2000 | 8000 | -0- / 2000 | 10000 |
| POOL ACIDIZING / RESURFACING | 10000 | -0- / 8500 | 14500 | -0- / 4000 | 18500 | (18500)/ -0- | 0 |
| POOL/SPA HEATERS | 0 | | 0 | -0- / 2000 | 2000 | | 2000 |
| SECURITY SYSTEM | 2500 | (2500)/2500 | 0 | -0- / 1000 | 1000 | | 1000 |
| TENNIS COURTS | 9500 | -0- /(12300) | 0 | -0- / 2000 | 2000 | -0- / 2000 | 4000 |
| TOTAL | 77000 | | 83227 | | 73227 | | 85727 |

FEBRUARY 2012

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
|  |  | | <p>1</p> <p>8:30 AM-10:30 AM Water Aerobics</p> <p>2:30 PM -5:00 PM BRIDGE CLUB</p> <p>7:00 PM-10:00 PM MAH JONGG CLUB</p> | <p>2</p> <p>7:30 AM Clubhouse Cleaning</p> <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> <p>Groundhog Day</p> | <p>3</p>  <p>8:30 AM -10:30 AM Water Aerobics</p> <p>1:00 PM -5:00 PM Bring your own CRAFT DAY</p> | <p>4</p> |
| <p>5</p> | <p>6</p> <p>8:30 AM-10:30 AM Water Aerobics</p> <p>9:00 AM -11:00 AM ACA AGENDA MTG.</p> <p>12:30 PM -2:00 PM SOCIAL COMMITTEE MEETING</p> | <p>7</p> <p>9:00 AM -12:00 PM BLANKETS WITH LOVE</p> <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> | <p>8</p> <p>8:30 AM-10:30 AM Water Aerobics</p> <p>2:30 PM -5:00 PM BRIDGE CLUB</p> <p>7:00 PM-10:00 PM MAH JONGG CLUB</p> | <p>9</p> <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> | <p>10</p>  <p>8:30 AM -10:30 AM Water Aerobics</p> <p>1:00 PM -5:00 PM Bring your own CRAFT DAY</p> | <p>11</p> |
| <p>12</p> <p>Lincoln's Birthday</p> |  <p>8:30 AM -10:30 AM Water Aerobics</p> | <p>14</p> <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> <p>7:00 PM -9:00 PM ACA MEETING</p> <p>Valentine's Day</p> | <p>15</p> <p>8:30 AM-10:30 AM Water Aerobics</p> <p>2:30 PM -5:00 PM BRIDGE CLUB</p> <p>7:00 PM-10:00 PM MAH JONGG CLUB</p> | <p>16</p> <p>7:30 AM Clubhouse Cleaning</p> <p>2:00 PM -4:00 PM Red Hats Meeting</p> <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> | <p>17</p>  <p>8:30 AM -10:30 AM Water Aerobics</p> <p>1:00 PM -5:00 PM Bring your own CRAFT DAY</p> | <p>18</p> |
| <p>19</p> <p>3:00 PM -5:00 PM WINE & APPETIZER PARTY (BRING A DISH TO PASS</p> |  <p>8:30 AM -10:30 AM Water Aerobics</p> <p>President's Day</p> | <p>21</p> <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> | <p>22</p> <p>8:30 AM-10:30 AM Water Aerobics</p> <p>2:30 PM -5:00 PM BRIDGE CLUB</p> <p>7:00 PM-10:00 PM MAH JONGG CLUB</p> <p>Washington's Birthday</p> | <p>23</p> <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> | <p>24</p>  <p>8:30 AM -10:30 AM Water Aerobics</p> <p>1:00 PM -5:00 PM Bring your own CRAFT DAY</p> | <p>25</p> |
| <p>26</p> |  <p>8:30 AM -10:30 AM Water Aerobics</p> | <p>28</p> <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> | <p>29</p> <p>8:30 AM-10:30 AM Water Aerobics</p> <p>2:30 PM -5:00 PM BRIDGE CLUB</p> <p>7:00 PM-10:00 PM MAH JONGG CLUB</p> | | | |

MARCH 2012

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| | | | | 1 | 2 | 3 |
| |  |  | | <p>7:30 AM Clubhouse Cleaning</p> <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> |  <p>8:30 AM -10:30 AM Water Aerobics</p> <p>1:00 PM -5:00 PM Bring your own CRAFT DAY</p> | |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| | <p>8:30 AM -10:30 AM Water Aerobics</p> <p>9:00 AM -11:00 AM ACA AGENDA MTG.</p> <p>12:30 PM -2:00 PM SOCIAL COMMITTEE MEETING</p> | <p>9:00 AM -12:00 PM BLANKETS WITH LOVE</p> <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> | <p>8:30 AM -10:30 AM Water Aerobics</p> <p>2:30 PM -5:00 PM BRIDGE CLUB</p> <p>7:00 PM -10:00 PM MAH JONG G CLUB</p> | <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> |  <p>8:30 AM -10:30 AM Water Aerobics</p> <p>1:00 PM -5:00 PM Bring your own CRAFT DAY</p> | |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| |  <p>8:30 AM -10:30 AM Water Aerobics</p> | <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> <p>7:00 PM -9:00 PM ACA MEETING</p> | <p>8:30 AM -10:30 AM Water Aerobics</p> <p>2:30 PM -5:00 PM BRIDGE CLUB</p> <p>7:00 PM -10:00 PM MAH JONG G CLUB</p> | <p>7:30 AM Clubhouse Cleaning</p> <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> |  <p>8:30 AM -10:30 AM Water Aerobics</p> <p>1:00 PM -5:00 PM Bring your own CRAFT DAY</p> | St. Patrick's Day |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| |  <p>8:30 AM -10:30 AM Water Aerobics</p> | <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> | <p>8:30 AM -10:30 AM Water Aerobics</p> <p>2:30 PM -5:00 PM BRIDGE CLUB</p> <p>7:00 PM -10:00 PM MAH JONG G CLUB</p> | <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> |  <p>8:30 AM -10:30 AM Water Aerobics</p> <p>1:00 PM -5:00 PM Bring your own CRAFT DAY</p> | |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| |  <p>8:30 AM -10:30 AM Water Aerobics</p> | <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> | <p>8:30 AM -10:30 AM Water Aerobics</p> <p>2:30 PM -5:00 PM BRIDGE CLUB</p> <p>7:00 PM -10:00 PM MAH JONG G CLUB</p> | <p>7:30 AM Clubhouse Cleaning</p> <p>4:00 PM -5:30 PM TAI CHI CLASSES - Contact S. Williams or H. Barlow</p> |  <p>8:30 AM -10:30 AM Water Aerobics</p> <p>1:00 PM -5:00 PM Bring your own CRAFT DAY</p> | |



**The Arboretum Association
122 Flowering Bridge Path
Caswell Beach, NC 28465**

Visit the Arboretum
website soon!

WWW.ARBORETUMHOA.ORG