

## MINUTES

### LEGACY PARK COMMUNITY ASSOCIATION, INC. BOARD OF DIRECTORS REGULAR MEETING NOVEMBER 20, 2008

#### Attendance:

Allen Massey	Trasey Welton	Deacon Robert Henry
Michael Shambaugh	Lisa Neff	Sharon Hamilton
Michael Sesan	Doug Tulper	Lance Hamilton
Jim Bitner	Mary Ellen Tulper	Roger Pett
Tom King	Candace Cole	Linda Raboud
Joanne Weaver	Brandi May	Sandra Compton
Tina Shambaugh	Kim Gallo	Joe Marbury

#### Open Regular Meeting – Allen Massey at 7:03 p.m.

#### 1) Approval of Meeting Minutes – Tom King

**Motion 2008-064** – Motion made by Tom King to approve the following minutes:

October 16, 2008– Regular Board Meeting – **Approved unanimously.**

November 11, 2008 –Planning Session – **Approved unanimously.**

November 17, 2008- Executive Session – **Approved unanimously.**

#### 2) Treasurer Report – *see attached report from Mike Shambaugh.*

#### 3) Committee Reports

##### a) Rental Committee – *See report submitted by the committee. .*

**Motion 2008-065** – Motion made by Mike Shambaugh to approved “Letter to the City of Kennesaw” (*see attached*) as written. **Approved unanimously.**

##### b) Marketing Committee – Brandi May reported that the Marketing Committee met and decided on a winner for the photo contest and slogan contest. They also met with the Activities Committee and will be working with them on future events.

##### c) Tennis Committee

**Motion 2008-66** – Motion made by Mike Shambaugh to have John Irwin come into Legacy Park with \$5,000.00 stipend for the Jr. Tennis Program contingent upon an acceptable contract. **Approved unanimously.**

4) **Activities Report – Trasey Welton**

Trasey Welton reported on current/upcoming events within Legacy Park.

**Motion 2008-67** – Motion made by Jim Bitner to allocate \$2,200.00 of the 2008 budget for Holiday decorations. **Approved unanimously.**

5) **Property Report** - *see attached from Lisa Neff.*

6) **New Business**

a) **2009 Budget – Motion 2008-69** – Motion made by Mike Shambaugh to approve 2009 Budget, as amended, as of this date (see attached). **Approved unanimously.**

b) **Adult Soccer – Non-Resident Policy – Motion 2008-67** – Motion made by Mike Shambaugh to approve adult soccer's request to use current roster. **Approved unanimously.**

c) **Garden Club** – The Garden Club has requested to become a Tier 1 Club with Legacy Park.

**Motion 2008-68-** Motion made by Mike Shambaugh to approved Garden Club's request to be a Tier 1 Club with Legacy Park. **Approved unanimously.**

d) **Youth Soccer Camp** – Legacy Park resident Peter Petersen has offered to hold a free soccer clinic for Legacy Park Soccer Club players and any Legacy Park residents on Monday, December 22, 2008 from 1 to 4 on the Town Green. Mr. Petersen is the head coach of Clayton State College men's soccer team and holds dozens of similar camps clinics every year. He would bring his two assistant coaches and some of his college players for the clinic, which would be geared to the ages of 3 to 13. The clinic would be free to all participants. The Soccer Club would like permission to hold this event, solicit Legacy Park residents- the soccer email list and LP web site- and collect RSVP's to see how many kids would be coming. The clinic would use the soccer club's goals, nets and balls while the players would bring their own drinks/water. **Approved by the HOA Board.**

e) **Sports Policy** – Jim Bitner provided an update on a two-page “Code of Ethics” and “Volunteer Coach Application” for review by the Board. These items are tabled until the next meeting.

f) **Investment Policy – Motion 2008-69-** Motion made by Mike Shambaugh to approved investment policy as amended (see attached). **Approved unanimously.**

7) **Old Business**

a) **Clubhouse Update**

**Motion 2008-70** – Motion made by Allen Massey to approve all change orders (see attached) as written. **Approved unanimously.**

b) **Exercise Equipment for the Clubhouse**

**Motion 2008-71** – Motion made by Mike Sesan to allocate the \$25,000.00 budgeted for fitness equipment to Fitness Resource to install fitness equipment in the Clubhouse with the contingency that the equipment will be delivered and installed by December 31, 2008. **Approved unanimously.**

c) **Clubhouse Management Agreement**

**Motion 2008-72** – Motion made by Mike Shambaugh to approve the Clubhouse Management Agreement with the Legacy Park Men's Club, as written. **Approved 4-0, Tom King recused himself. .**

**Allen Massey adjourned to at 9:50 p.m.**



## **Legacy Park Community Association, Inc.**

*A Georgia Nonprofit Corporation*

***Board of Directors Regular Meeting***

***Thursday, November 20, 2008***

### **Agenda**

7:00 **Call to Order – Allen Massey**

7:05 **Approval of Meeting Minutes – Tom King**

*October 16, 2008 – Regular Board Meeting*

*November 17, 2008 – Planning Session*

*November 11, 2008 – Planning Session*

7:10 **Treasurer Report – Mike Shambaugh**

7:15 **Committee Reports**

*a. Marketing Committee*

*b. Rental Advisory Committee*

*c. Tennis Committee – Junior Tennis Program – John Irvin*

7:30 **Activity Report – Trasey Welton**

7:35 **Property Update**

*a. Appeals – none*

*b. Covenant Enforcement*

*c. Management Report*

7:45 **New Business**

*a. 2009 Budget*

*b. Adult Soccer – Non-Resident Policy*

*c. Garden Club – Request to be Tier 1 Group*

*d. Youth Soccer Camp*

*e. Investment Policy*

*f. Sports Policy – Code of Conduct*

8:30 **Old Business**

*a. Clubhouse Update*

*i. 2008 Budget Revisions*

*ii. Exercise Equipment*

*iii. Clubhouse Management Agreement*

*b. Tennis Pavilion Update*

9:00 **Adjournment**

# FINANCIAL UPDATE

November 30, 2008

SunTrust Checking	\$26,241.40
SunTrust Imprest Account	\$1,000.00
PayPal Account	\$13,678.44
Edward Jones Investments	\$454,855.26
SunTrust Money Market	<u>\$54,514.01</u>

**Actual Cash on Hand 11/30/08** **\$550,289.11** (1)

## Operating Income/Expense:

	11/01 - 11/30	11/01 - 11/30	11/01 - 11/30	1/1 - 12/31	Year-To-Date
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Year-To-Date</u>	<u>Budget</u>
Total Income	<u>\$10,186.42</u>	\$33,891.00	(\$23,704.58)	\$1,113,632.33	\$1,059,589.00
Total Expenses	<u>\$69,090.55</u>	\$63,647.13	\$5,443.42	\$1,073,044.78	\$1,127,573.69
Net Income/(Loss)	<u>(\$58,904.13)</u>	<u>(\$29,756.13)</u>	<u>(\$29,148.00)</u>	<u>\$40,587.55</u>	<u>(\$67,984.69)</u>

[2]

## Operating Cash:

Actual Cash on Hand as at	01/01/08	1,316,817.48	
Operating Net Income/(Loss) as at	11/30/08	40,587.55	[2]
Prepaid Assessments as at	11/30/08	2,310.66	*
Clubhouse Security Rental Deposit as at	11/30/08	<u>3,275.00</u>	
		1,362,990.69	
Less Capital improvements as at	11/30/08	<u>812,701.58</u>	
Operating Cash on Hand as at	11/30/08	<u>550,289.11</u>	[1]
Reserve Fund (Repair & Replacement)		<u>(300,000.00)</u>	
Total Cash Available as at	<u>11/30/08</u>	<u>250,289.11</u>	[3]

* Net pre-paid assessments calculated	12/31/2007	6,201.71
	11/30/2008	<u>8,512.37</u>
	*	(2,310.66)

## Projected Cash:

Available Cash as at	<u>11/30/08</u>	<u>250,289.11</u>	[3]
Budgeted Yearly Income	1,299,686.00		
Original Budgeted Yearly Expense	2,203,472.00		
Addtl 2008 Budgeted Expenses Approved*	1,000.00	02/08 activities budget	
Addtl 2008 Budgeted Expenses Approved*	1,013.90	06/08 promotional items budget	
Addtl 2008 Budgeted Expenses Approved*	4,171.38	07/08 Community Center budget	

Addtl 2008 Budgeted Expenses Approved*	1,689.00	08/08 Community Center budget
Addtl 2008 Budgeted Expenses Approved*	16,055.74	08/08 Community Center budget
Addtl 2008 Budgeted Expenses Approved*	12,811.00	08/08 Community Center budget
Addtl 2008 Budgeted Expenses Approved*	8,361.19	09/08 Community Center budget
Addtl 2008 Budgeted Expenses Approved*	13,295.08	11/08 Community Center budget
Total Additions to Budget		58,397.29
Total Budgeted Yearly Expense	2,261,869.29	

	<u>Budgeted Projection</u>	<u>Budgeted vs. Actual</u>
Remaining Budgeted Income 2008	240,097.00	186,053.67
Remaining Budgeted Expense 2008	<u>65,112.21</u>	<u>376,122.93</u>

Net surplus/(loss) as at	11/30/08	<u>425,273.90</u>	<u>\$60,219.85</u>
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#### Assessment Delinquencies:

##### Legacy Park

assessments	60,312.09
interest & late fees	25,005.52
attorneys fees	21,919.88
violation fines	47,539.60
admin.fees	25.00
lease fees	880.00
Initiation fees	1,165.00
<i>sub-total</i>	<u>156,847.09</u>

##### Northgate

assessments	25,181.16
interest & late fees	9,827.86
attorneys fees	11,015.58
violation fines	0.00
admin.fees	75.00
initiation fees	0.00
<i>sub-total</i>	<u>46,099.60</u>

##### Totals

assessments	85,493.25
interest & late fees	34,833.38
attorneys fees	32,935.46
violation fines	47,539.60
admin.fees	100.00
lease fees	880.00
initiation fees	1,165.00

<i>Total of both communities</i>	<u>202,946.69</u>
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Assessment delinquencies as a  
percentage of budgeted income

7.94%

## **November Property Management Report**

### **HOA Items:**

- For 2008, the HOA has collected **\$1,550.00** in non-resident sport participation fees.
- For 2008, the HOA has collected **\$1282.25** in vending machine proceeds.
- The 2009 Budget is completed and will be presented for approval later tonight.
- With nomination period ending on November 4<sup>th</sup>, we have only 2 candidates for the election in February, Jim Bitner and Allen Massey. Bios for both candidates are in the December newsletter and I will be working with the Elections Committee to complete the remainder of the election process.
- All new collection files have been turned over to the Association's new attorney, Jay Lazega. We will be turning over several files currently at Michael Rome's office to Jay Lazega.

### **Amenity Monitoring:**

- We now have one security guard working part-time.
- Police will continue to work Friday, Saturday and Sunday evenings.

### **Playgrounds:**

- Recreation Station has continues monthly inspections and is repairing all necessary safety issues as needed.

### **2008 Projects & Maintenance:**

- All items from the off-site storage have been moved into the storage room at the HOA office and we are slowly working on getting things organized.
- The main pool house was repainted, wood rot repaired and new steps installed.
- The fence between the pool and clubhouse was moved along with the gate to the main pool, which is now located on the main pool deck.
- New lights were installed on the front of the pool house to light the pathway better.
- The area around the Bandstand has been aerated and re-seeded and many holes in the ground have been filled in.
- The window to the storage room at the Lullwater pool house has been replaced, it was vandalized.
- We have the light pole on order that was taken out by a driver.
- We are pricing the replacement of the generators that were stolen from the activities trailer.
- The men's bathroom counter has a new support leg installed.
- They began working on installing the new trex balusters and plan to be back to complete next week.
- We are pricing the additional sidewalk from in front of the tennis office to the turnaround.
- I have received another proposal for a maintenance agreement on the HVAC system at the clubhouse from Dayco Systems, \$360 for the year, 2 visits for complete cleaning and calibration of the 5 systems and 4 filter changes for the 5 systems.
- I have not been able to speak with the fire alarm company regarding the contract, we have played phone tag this week.
- Next week, a changing table will be installed in each clubhouse bathroom, the deliberator case will be installed, the bracket for the TV above the fireplace will be installed, the safety rails on the stairs will be installed and the latches for the French door will be installed.
- We looked at adding trim to the counter at the front of the office, but decided that it looks better without the trim.
- The new office furniture will be delivered on Tuesday.
- I have been talking with GA Power and we hope to have the outdoor light poles installed and working again a few weeks.
- Sonitrol was supposed to be out this week to separate the gym from the office security system.



# LEGACY PARK

December 2, 2008

To: Mayor Mark Mathews  
Councilman John Dowdy  
Councilwoman Cindy Giles  
Councilman Bruce Jenkins  
Councilman Tim Killingsworth  
Councilman Bill Thrash

Dear Mayor and Council:

The Homeowners' Association of Legacy Park, through the offices of its Board of Directors, would like to formally encourage Kennesaw City Council to consider instituting a requirement that lessees within the City limits obtain a license from the City before being able to legally rent a home or apartment within Kennesaw.

Obtaining a license would require a potential lessee to show a valid government issued identification and pay a small licensing fee at the Kennesaw City Hall. The benefits of such a licensing requirement are numerous:

- 1) By having accurate knowledge about the volume and flow of lessees, we would be able to adjust local covenant rules and procedures accordingly.
- 2) Licensing would help identify (and deter) persons with criminal records or outstanding warrants from renting in Kennesaw
- 3) Police and other first responders would have more accurate information about the number of people occupying rented homes and apartments.
- 4) Provide an additional revenue stream to City government.

The appendix to this letter contains an example of the kind of legislation you might reasonably consider. This was recently approved by the City of Farmers Branch in Texas. The example is significant insofar as it appears to have withstood the initial judicial review of the courts in Texas.

However, we should make it very clear that our encouragement for such a licensing initiative is in respect of residential lessees only. We appreciate that there may be an additional case for Kennesaw applying any such requirement to lessees of commercial premises. That would be a matter solely for Kennesaw officials to determine.

We look forward to speaking with you further about this proposal.

Sincerely,

Allen Massey  
President, Legacy Park Board of Directors

*4201 Legacy Park Circle, Kennesaw, Georgia 30144 \* 770-919-2556 \* Fax 770-919-0066*



# ***LEGACY PARK COMMUNITY ASSOCIATION, INC.***

## **INVESTMENT POLICY**

Legacy Park's investment strategy is to maintain a short-term liquidity portfolio with the primary purpose of planned liquidity. Short term is defined as a maturity of one year or less. This strategy will enable the Association to support our capital asset acquisition pipeline and cash flow requirements while at the same time providing short-term returns on these assets. The objective is to maximize current income to the extent consistent with preservation of capital and maintenance of liquidity by investing in short-term, low market risk, high credit quality instruments.

### **Investment Objectives**

The four essential investment objectives for the association are:

- Safety-protecting the principal (amount of original investment) from as much risk as possible.
- Liquidity- the ease and cost associated with converting an investment into cash.
- Yield- the return on an investment.
- Suitability- the investment of the homeowner's money must be suitable for the objective of the homeowners funds.

### **Approved Investments**

- Bank Certificates of Deposit federally insured either through FDIC (Federal Depository Insurance Corp.) or the US Government. Thus, not more than the then-current coverage limit will be invested in any one financial institution so that the funds are fully protected by the FDIC.
- Commercial paper and other short term obligations of U.S. companies, states and municipalities and other entities
- Repurchase agreements
- Bank sweep repos which invest in both short and long-term government securities
- The portfolio's investments must not be tied to a specific sector.
- The investment must have an explanation of the intent and objective.
- The investment must provide in writing, from the issuer, any degree of risk involved.
- It must be noted that past results of an investment do not guarantee the same future result.
- Any other type of investment for a term longer than one year must have a majority vote of at least 3 board members prior to the investment taking place.

### **Investment Procedures**

- Transfers of excess cash to reserves are made as appropriate
- Certificates of deposit, passbooks, bonds, etc. are to be under direct Board control
- Earnings on investments are reflected on the monthly income statement
- The Treasurer of the Association has sole authority to invest funds in approved investments
- Investment maturities should meet projected cash flow needs
- Investment income must be optimized without any risk of loss to the principal.

**LEGACY PARK COMMUNITY ASSOCIATION, INC.**

INVESTMENT POLICY (con't.)

***Recommended Liquidity Allocation***

Maintain a portion of the investment portfolio, (such portion to be defined as an amount equal to approximately 30% of the then-current minimum capital reserve amount) in cash in either or both a Bank sweep repo account or money market account. These funds have daily liquidity, attractive yields, and stability of principal and are professionally managed. The fund's historically stable price offers a high degree of safety of principal. If Legacy Park's management determines that cash flows allow for a smaller cash position as a percentage of the total investment portfolio we could actively work toward the goal of spreading these additional amounts inside the 180-day maturity range.

Allocate the remaining cash, approximately 80% of the investment portfolio toward term investments for 180, 270 and 365 day (laddering). The exact amount is subject to our experience and knowledge of the capital asset acquisition pipeline and seasonal cash flow requirements. The cash would be invested in the highest yielding instrument available per Legacy Park's Investment Policy. If Legacy Park's management determines that cash flows allow for investing some funds longer term than the above strategy, the Treasurer could work toward the goal of spreading additional amounts longer term. Amounts invested would be approximately \$250,000 in each block using the highest yielding instrument available per Legacy Park's Investment Policy.

**FINANCE COMMITTEE MINUTES**  
**THURSDAY, OCTOBER 30, 2008**

The meeting was called to order at 7:15 P.M.

Present were: M. Shambaugh, M.L. Tripoli, J. Marbury, P.Carpey, D.G. Tulper and  
Lisa Neff.

Absent: J.Krane

The purpose of this meeting was to address final details on the 2009 Budget to be presented to the Board at the November 2008 meeting.

Specific items of income and expenses were reviewed and adjusted if necessary. The committee feels that the proposed budget is adequate to meet the income and expenses of 2009.

One item discussed, that needs further study is the Northgate subdivision. It was not known the exact expiration of the agreement between Northgate subdivision and Legacy Park. As Northgate contributes \$80,.000.00 to Legacy Park income, we would not want to lose them. Lisa Neff will review her file on Northgate and this will be discussed at our next meeting.

The meeting was adjourned at 9:20 P.M.

Respectfully submitted,

Doug Tulper

## **November 2008 Leader Meeting Minutes – November 16, 2008**

Pack 002 Members Present:

Committee Chair – Rob Tallis

Committee: Chris Kulat, Secretary  
Lorraine Danielson, Treasurer  
Barbel Woodard  
Steve Parker  
Lisa Briggs  
Pat May

Leaders: Melissa Barnhart

### **Recent Events:**

1. Pack Meeting will be November 17<sup>th</sup> at Kennesaw Elementary at 6:30 PM
2. Roundtable: Rob Tallis & Pat May attended. Discussions were about By-Laws of the Pack. More will be discussed at the December Leader & Committee Meetings.
3. Turkey Shoot: several scouts did not pre-register. Next year the deadline will be enforced and if a scout wants to attend Turkey Shoot they will have to register at the shoot, and will not be guaranteed to shoot with the rest of the Pack.
3. Scout Expo: no one attended, was the same day and time as the Turkey Shoot.
4. CPR class: two leaders took the class and found it to be very informative.

### **Upcoming Events:**

1. Pinewood Derby: We will need parents to volunteer to shadow Rick Clark as this is his last year in Cub Scouts and we will need more volunteers to help take over for the very popular event.
2. Chocolate Fundraiser: We still have some boxes of Hershey's left over if anyone would like to sell more. This is always a successful fundraiser.
3. Roundtable: December 11<sup>th</sup> will be the next District Roundtable. We need more Leaders' to attend this. The breakout groups are rank specific and you can learn a lot.
4. Winter Fun Day: is now going to be in conjunction with the Spring Pack Family Campout
5. Raccoon Mountain: will be February 7<sup>th</sup>. More details to follow. Steve Parker is in charge of this event/
6. Recharter: make sure your rosters are all up to date so we do not have to pay for scout's who are not going to participate this year.
7. Toy Drive: Melissa Barnhart will be in charge of this event.

### **Leader Training:**

1. Advanced Dutch Oven Cooking: This is a contest and/or teaching day, December 6<sup>th</sup>.
2. SWC 2009: there are a few spots open if anyone is interested in attending, adults only.

### **Nov. Pack Meeting:**

1. Theme: Seeds of Kindness
2. Bring supplies sent out in previous email.
3. Flag ceremony: Den 12
4. Prize wheel for Hershey sales

Marketing Committee Minutes  
October 2008

Attendance:

Jim Cooper  
Mike Shambaugh  
Brandi May  
Mike Paonessa  
Chris Paonessa  
Mary Lee Tripoli

1. Discussed mottos that were submitted by Legacy Park Residents for the Motto contest. The winning motto is "Where Families Live.....and Community comes to Life." Winner will be notified and motto will be noted in Herald.
2. Discussed pictures that were submitted by Legacy Park Residents for the Picture contest. The winning picture was submitted by the Lettre Family and was of a deer in the backyard of their family. Winner will be notified and picture will be printed in Herald.
3. Discussed the style guide and Jim Cooper will work on this as soon as we can get some form of electronic art work of the LP logo.
4. We also discussed working with Chris and Mike Paonessa on getting LP shirts and other types of promo items out to LP Residents. This will be an ongoing project to be completed after the Style Guide is approved.
5. Trademark application for the Bell tower will be researched by Mike Shambaugh, to see if this is worth pursuing.
6. We are going to set a date in the future to discuss website setup.
7. Two ads will be placed in the Herald looking for a graphic designer and a public relations person to help on the Marketing Committee.
8. We are going to co-ordinate with Trasey for the Go Green Day. We would like to have it on April 25 or April 18. The idea is to have it set up like a healthy fair but to have awareness for the environment. Ideas are : handout LP reusable shopping bags, electronic recycling set up for the day, green vendors with their products, plant trees and clean up LP creek.

## Rental Advisory Committee (RAC) for Legacy Park

### 4th progress report to the Legacy Park Board - November 2008

#### Rental Numbers

The latest analysis of LP households reveals the following :-

- Confirmed rentals are steady at **105** or 6.0 % of LP households
- Confirmed rentals + "addresses of concern" total **153** or 8.7 %, slightly down on the previous month (**158**)
- Confirmed rentals + "addresses of concern" + "home owner mismatches" total **236** (**239**) or 13.4%. However, work recently undertaken by Tina and Rochelle Traub from the Rental Committee has resolved the status of the majority of 'mismatch' properties - most being owner-occupied. So, figures for December will be much better defined.

The significant variation between subdivisions continues. Lullwater's combined total of rentals + addresses of concern has risen somewhat from **58** to **61** (12.3% %); Highcroft's from **37** to **39** ( 15.4%). Olmsted's total has in fact fallen from **16** to **12** (10.0%).

Again, the absence of any marked upturn in rentals should not cause any undue complacency. Given the recession-like state of the economy and housing market, it is ever more important that the trends should be carefully monitored.

#### Impact of the new LP rental procedures.

The new procedures - addendum, registration etc - continue to work well. To date, **38** registration fees (@ \$80 each) have been received (ie **6** additional since our last report) with a further **17** fees outstanding. Some **50** other rented properties have yet to reach an anniversary date for leases already in effect as at 1<sup>st</sup> March 2008 (the operative date for the registration procedure), at which time the \$80 fee will be due.

The Covenant Appeals Committee has recently rejected an appeal from a second landlord who is contesting the application of the registration fee on a lease which was in being as at the 1<sup>st</sup> March but which is now being "automatically" renewed (with existing tenants). Again, the basis for the decision of the Covenant Appeals Committee was that first, the LP Board intended that any new lease or renewal would (post March 08) attract the registration fee and, second , that the Board took all necessary steps to communicate this policy.

The Rental Committee has considered the relevant section of the "Leasing and Occupancy Regulations" and is recommending some strengthening of the wording.

## **Understanding the financial practices and procedures linked to covenant enforcement**

Committee members have identified a need to better comprehend the financial practices and procedures linked to covenant enforcement and their outcomes. As RAC Chair, I have written to Allen (as RAC Board liaison) and Mike (Board Finance) outlining the areas we would like clarifying.

## **Maintaining the momentum of the Rental Committee**

As indicated in the previous report, it is vitally important that the momentum and commitment of the RAC is maintained. The Committee has therefore identified several initiatives it believes are complementary to its role and which it would like to progress;

- a) The creation of 'rental liaison advisers'. Responsible for one or more subdivisions, the advisers role would be to provide information and guidance to new and existing landlords and renters on matters such as covenant policy and procedures.
- b) The setting up of a 'Care & Concern Group'. Several recent covenant violations and appeals clearly indicate the financial and social problems which a number of LP families are currently experiencing as well as their limited understanding of covenant guidelines etc. Our idea would be to provide a network of advice, guidance, referral to individual households.

Both proposals will be written up over the next few weeks and presented to the Board for its approval.

## **Networking with the LP Marketing Committee.**

One of our Action Plan objectives was to work closely with the Marketing Committee (MC), ensuring that our work made a contribution to promoting LP as a good place to live. We have therefore identified a number of features of RAC work that do just that. Maribeth MacGillivray will be attending a future meeting of the MC to develop these themes.

## **Licensing of Renters in Kennesaw**

We have recently submitted a final draft of the letter intended for the City of Kennesaw officers via Allen for the LP Board's approval. {NB This has now been seen by the Board and several suggested amendments have been made to the draft}

**Ken Hall (Chair) 14<sup>th</sup> November 2008**