

Gateway Greens Community Association, Inc.

A Corporation Not-For-Profit
www.GatewayGreens.com

Gate Access Committee Meeting Minutes 5-12-09

8:00 AM golf club house present: Gregg Miller, Bob Sutherland, and Brian Mouk

Quorum established.

The minutes from the May 5th meeting were approved.

Reports.

Gregg reported that Burnie Williams has announced his resignation from the GGCA Board of Governors, as well as his membership on the Gate Access Committee effective immediately. We will miss Burnie's valuable, erstwhile efforts on behalf of the community and our committee.

Gregg reported that he has forwarded the final draft of the Gate Access Policy, with attachments, to the BOG for consideration and approval at their May 14th meeting.

Brian reported that he will work with Lourdes regarding identifying the Hidden Lakes residents who failed to complete the transponder installation process. He also reported that the Embarq long distance service has not been installed as previously reported and that he will talk with Lourdes about correcting that.

Old Business.

The committee affirmed that there are no additional changes offered for the final draft of the Gate Access Policy, including all attachments, prior to upcoming BOG approval.

The drafted letter to Homeowners was also reviewed by the committee with no changes proposed. Bob recommended we verify with Alliant that the mailing will be via 1st class mail. Gregg agreed to do this. Bob further recommended we add a space for homeowners to indicate their "Gateway Address" on the Transponder Installation Preference sheet (to be included in the mailing).

The committee discussed the things which now need to be done prior to our mailing to the community. We agreed to the following, with responsibilities assigned as indicated:

- Gregg - BOG approval of policy, forms, and implementation plan. Get forms logged in as official GGCA forms.
- Gregg - Verify transponder installation times, place, and procedure to be followed. (Kent Security to train personnel on procedure, how to handle questions, etc.)

- Alliant - Printing
 - 1) Have forms printed. 1500 each of both Homeowner's and Non-Homeowner's forms.
 - 2) Have Homeowner's letter and "installation preference" form printed. 1200 each(?)
- Distribute policy, forms and Homeowner implementation letter to:
 - 1) Gregg - BOG
 - 2) Alliant - Kent Security, TEM, and all sub-associations
- Brian - Verify transponders and transponder readers work as we want them to
- Gregg - Communicate policy and implementation plan
 - 1) Post policy, forms, and homeowners letter on website
 - 2) Publish notice in newsletter
 - 3) Coordinate the mailing to all Homeowners will be handled by Alliant, and will be scheduled for May 21st.

The committee agreed to request a meeting involving available committee members, Lourdes from Alliant, and Joe Timco from TEM Systems to resolve questions/problems with respect to all gates being activated by all transponders, and to verify that all new data entry will be valid for our current bar code system as well as our upcoming GateHouse system (without requiring more than one round of data entry).

New Business.

There was no new business.

Due to limited availability of committee members, no future meeting was scheduled.

The meeting adjourned at 8:50 a.m.

GPM

5/13/09