

Board of Directors Meeting – October 24th, 2022

Homeowner Forum - 6:32 pm

- Topics discussed:
 - Homeowner asked if there was any leeway in the requirement that homeowners provide a full survey for architectural updates, as she has been working for 2 years to get a survey for a driveway modification. Or if the Board could provide recommendations for surveyors. Adaire Salt explained that the Board and Elite are not allowed to give official recommendations, but that as individual homeowners, that some of the members could provide recommendations. Adaire recommended that the homeowner contact Trina Campbell personally, as she works in the construction industry and is the liaison to the Modifications Committee. Trina and the homeowner then discussed the process and various restrictions for the modification.

Call to Order - 6:39 pm

- Meeting was called to order, by Adaire Salt, at 6:39 pm.
- **Board members present:** Adaire Salt (President), Debbie Asion (Vice President), Jonathan Schaefer (Secretary), Trina Campbell (Director), Anne Schneider (Director).
- **Others present:** Katie Dominello (Elite Management Senior Community Manager), Kimberly Johnson (Community Manager), Alyssa McCall (Community Assistant Manager).

General

- **Approval of minutes:** Trina Campbell motioned to approve the September 26th, 2022 minutes. Anne Schneider seconded the motion. Motion passed and unanimously approved.

Treasurer's Report

- Trina Campbell gave the report in Stephanie Zimmer's absence.
- Trina Campbell gave the current account totals for operating asset account, reserve account.
- Trina Campbell explained that the Board had been working on and approved a zero-balance budget.
- Trina Campbell mentioned that the Board had approved an increase in HOA dues of \$5 a month, \$52 to \$57, to begin in January 2023.
- Trina Campbell mentioned that the new budget would be sent out via mail and also posted to NABR. Notification will also go out for the due increase. Trina then explained some of the reasoning for the increase

Committee Reports

- **Grounds:**

- John Byrd discussed the creek restoration project. John mentioned the start date was still expected to be late December or early 2023. John mentioned that we're still waiting on final permit from FEMA.
 - John Byrd gave an update on the Everett Tree Service Reduction Pruning proposal. Cut down Holly trees linkside blocking lights.
 - John Byrd talked about resurfacing of Pickleball and Tennis courts. Will hold off until Spring, as it is something that you should not do in colder months; asphalt can crack.
 - John Byrd discussed additional lighting on NC 98. Pole lights for dogs, runners. Will go through NCDOT, and Duke will do the process for us.
 - John Byrd discussed setting-up of meetings with the landscaping companies that are giving bids. In-person meetings to discuss expectations with the companies, before a contract is signed.
 - John Byrd mentioned that the new fountain was up-and-running and that it looks different. Adaire Salt mentioned that the old fountainhead had been left with us.
 - Katie Dominello gave an update on the retention wall project. Mentioned that they were finalizing the electrical permit. Adaire Salt also mentioned that she and John Byrd needed to pick the bricks.
 - John Byrd mentioned that the dam project had already been approved by the Board. And that he needed to meet with the project management firm.
 - Anne Schneider made a motion to accept the Everett Tree Service bid from 9/22/2022 of \$3,600. Trina Campbell seconded the motion. Motion passed and unanimously approved.
 - Debbie Asion made a motion to accept the Duke Energy bid to install two new lights on Oak Grove Pkwy, not to exceed \$2,500. Trina Campbell seconded the motion. Motion passed and unanimously approved.
- **Pool/Clubhouse:**
 - Adaire Salt mentioned that Halloween monitors had been secured. They will go where they are needed, to act as extra security, and to keep traffic flowing.
 - Adaire Salt mentioned that the Duke Energy lighting and thermostat upgrades had been completed.
 - Adaire Salt mentioned that Joe had cleaned the community signs, removing the mold and mildew growing on them.
 - Adaire Salt mentioned that the Tennis court step had been painted with a yellow stripe for safety.
 - Adaire Salt discussed the pool cracks and resurfacing. Peal Pool had documented the repairs needed and would be back to do the repairs
 - New brick samples from Callahan for the retaining wall.
 - **Social:**
 - Jonathan Schaefer gave an update in Fatina Galberth's absence.
 - Jonathan Schaefer mentioned that the neighborhood walk went well. The Social Committee is now looking into the potential of setting-up a walking club.

- Jonathan Schaefer mentioned that December 10th will be the day for the Santa parade, pictures with Santa, the holiday decorating contest, and the adult holiday party.
- Jonathan Schaefer also mentioned that Fatina Galberth planned to send out more details later in the week.

New Business

- Debbie Asion made a motion to accept the email vote for Halloween monitors. Trina Campbell seconded the motion. Motion passed and unanimously approved.
- Debbie Asion made a motion to accept the email vote for additional payment for roofing plywood replacement. Trina Campbell seconded the motion. Motion passed and unanimously approved.
- Debbie Asion made a motion to accept the email vote for fountain cleaning. Trina Campbell seconded the motion. Motion passed and unanimously approved.
- Debbie Asion made a motion to accept the 2022 reserve study. Trina Campbell seconded the motion. Motion passed and unanimously approved.
- Adaire Salt the votes for the new Board members, explaining that they were coming in very slowly. Adaire mentioned that votes could be made via snail mail or NABR. Adaire mentioned that the last day for paper ballots would be October 28th. That we have 116 and need 205 votes.

Management Report

- Kimberly Johnson mentioned the upcoming New Homeowner Orientation meeting on November 1st, 6 PM. That invitations had been sent out, but all were invited.
- Kimberly Johnson mentioned that they were accepting entries for the November 18th newsletter.
- Kimberly Johnson notified attendees of Alyssa McCall's upcoming time out-of-office, November 21st-23rd.
- Kimberly Johnson notified attendees of the clubhouse being closed due to Thanksgiving, on November 24th and 25th.
- Due Process – November 10th – 6:30 pm – Zoom
- Grounds Committee – November 17th – 6:30 pm – Zoom
- Board of Directors Meeting – November 28th – 6:30 pm – Zoom

Close Open Session - 7:10 pm

- Adaire Salt closed Open Session.

Executive Session - 7:11 pm

- Adaire Salt made a motion to go into Executive Session. Debbie Asion seconded the motion. Motion passed and unanimously approved.

Adjournment - 7:33 pm

- Adaire Salt made a motion to adjourn the Executive Session. Debbie Asion seconded the motion. Motion passed and unanimously approved.