

Board of Directors Meeting – December 19th, 2022

Homeowner Forum - 6:34 pm

- Homeowner discussed sighting of fiber cables being installed.
- Adaire Salt discussed the fitness center and requested that community members submit ideas of what they'd like to see, and they would be addressed in the first quarter of the year.

Call to Order - 6:40 pm

- Meeting was called to order, by Adaire Salt, at 6:40 pm. Trina Campbell seconded the motion.
- **Board members present:** Adaire Salt (President), Emily Greene (Vice President), Stephanie Zimmer (Treasurer), Jonathan Schaefer (Secretary), Trina Campbell (Director), Fatina Galberth (Director), Leah Wyatt (Director).
- **Others present:** Katie Dominello (Elite Management Senior Community Manager), Kimberly Johnson (Community Manager), Alyssa McCall (Community Assistant Manager).

General

- **Approval of board meeting minutes:** Stephanie Zimmer motioned to approve the November 28th, 2022 minutes. Trina Campbell seconded the motion. Motion passed and unanimously approved.
- **Approval of Modifications Committee Chairperson meeting minutes:** Trina Campbell motioned to approve the minutes from the Modifications Committee Chairperson meeting on December 7th, 2022. Stephanie Zimmer seconded the motion. Motion passed and unanimously approved.

Treasurer's Report

- Stephanie Zimmer explained that the community has about \$296,000 in operating expenses, about \$927,000 in reserves.
- Stephanie Zimmer mentioned that the community does have some big projects coming up.
- Stephanie Zimmer mentioned that we stayed within budget for most line items.

Committee Reports

- **Clubhouse/Pool:**
 - Adaire Salt gave an update on the retaining wall: in early December electricians came to survey sites for digging. They will remove the power cables and put in temporary electrical boxes onto the railing of the facilities for power to run the clubhouse and office. Electricians have been in contact w/Duke, and the next step is for Durham to inspect, and then Duke will do the power change.

- John Byrd asked if the office staff will have to work off-site while work is done on the retaining wall. Katie Dominello explained that Elite would need to play it by ear, as they're simply not sure.
 - Community member asked if we had a timeline for the retaining wall work, and if we would lose a second year of the kiddie pool. Adaire Salt explained that we did not have a concrete timeline. Adaire also stated that we likely would not lose a second year, but that we're at the mercy of a lot of factors: weather, permits, and the city of Durham.
- **Social:**
 - Fatina Galberth discussed the latest events on December 10th: that the decoration contest winners had been announced, and that the adult party went well.
 - Fatina Galberth mentioned that the donation drive items would be delivered tomorrow.
 - Fatina Galberth announced that the next Social Committee meeting would be held on January 5th.
- **Grounds:**
 - John Byrd discussed the Lick Creek restoration project, stating that after 7 years, work would finally be starting on January 9th, 2023. John also mentioned that they might begin moving equipment over the first week of January, near the fire station.
 - Adaire Salt asked if they would have to go onto private property. John Byrd confirmed that, as of the latest plans, they would not; but that if it was needed they would let them know well ahead of it.
 - Community member asked if the creek restoration would cause silt problems. John Byrd explained that the company would be putting up double silt nets to prevent issues.
 - John Byrd gave an update on the playground equipment replacement project: last Thursday the committee gave a proposal for Elite Play Equipment, including a new bench/picnic table, a "King's Ridge" play structure, and additional sand for the playground and Volleyball court, coming to \$52416.29. John recommended the board approve the proposal. Leah Wyatt confirmed the recommendation, stating the structure was ADA compliant, and that she liked the activities and bongos on the structure.
 - Trina Campbell made a motion to approve up to \$53,000 for the Elite Play Equipment proposal, from line item 52-8301. Leah Wyatt seconded the motion. Motion passed and unanimously approved.
 - John Byrd discussed the proposals for the doggie stations, explaining that the committee recommended the Yardsweepers proposal. John mentioned that they also would supply the trash bags, and that their proposal would keep us under budget.

- Stephanie Zimmer made a motion to accept the bid from Yardsweepers, not to exceed \$13,000. Trina Campbell seconded the motion. Motion passed and unanimously approved.
- Adaire Salt gave an update on the landscaping contract for 2023: that our attorney had reviewed, and had some questions, and that they would be taking the questions back to the company for answers.
- Leah Wyatt discussed a leak at the corner of Barrington, near the 9th hole. Kimberly Johnson explained that the water would be turned off there, to prevent the sidewalk from constantly being wet. Stephanie Zimmer asked if Greenview was the source to fix, or if it was someone else. Adaire Salt stated that Kimberly Johnson or herself would look at the contracts to determine who should fix it.

New Business

- No topics.

Management Report

- Kimberly Johnson notified attendees that Alyssa McCall would be out-of-office December 23rd to the 28th.
- Kimberly Johnson explained the clubhouse office would be closed December 22nd at 3 pm through the 26th, as well as January 2nd.
- Kimberly Johnson notified attendees that she would be out-of-office from January 7th to the 12th.
- Kimberly Johnson provided upcoming meeting dates:
 - New Board of Directors Orientation on January 4th at 6:00 pm via Zoom.
 - Due Process on January 12th at 6:30 pm via Zoom.
 - Grounds Committee on January 19th at 6:00 pm via Zoom (changed from 6:30).
 - Board of Directors Meeting on January 23rd at 6:30 pm via Zoom.