



HOMEOWNERS ASSOCIATION

HOA BOARD OF DIRECTORS MEETING - MINUTES

Tuesday, January 19, 2006 // 6:00 pm // Duncan Commons, 501 N Salem St., Suite 204

CALL TO ORDER 6:00 PM // Seth Packham

BOARD MEMBERS IN ATTENDANCE // Seth, Shauna, Jay and Eric

MINUTES FROM PREVIOUS MEETING // Approved

I. OLD BUSINESS FROM PREVIOUS MEETING // No Old Business other than issues below.

II. FINANCIAL UPDATE

- Canapex discussed. Board agrees further discussion is needed. Three Board Members, including Seth and Jay, will meet to seek advice.
- **Shauna** to organize binder of all documents and communications (pre-transition, Bylaws/ Covenants, Canapex, York and Current HOA Board).
- **Eric** to Revise Financials and to organize a one-sheet budget for the boards review at next meeting.
- \$7,500 dues not paid, **York** to issue letter that Late fees start February 01, 2007.
- Taxes: York to file a Basic review, a full audit isn't needed. **Eric** to let Nancy know.
- **Jay** to head committee and create RFP for our next contract with a HOA management company. York contract expires May 31. Contract states 30-day notification. York and others to submit new bid.

III. COMMITTEES

- Most committee items tabled until next meeting when Vinny will be present.
- Pool – possible leak, the test to find the leak is \$1,200.00, to test the piping & plumbing - tabled.
- Communications – **Shauna** to contact Ralf to head communications committee, make a simple online neighborhood directory and start newsletter. Board proposes that a new Yahoo Group is started and moderated by a member of the Communications Committee for neighborhood correspondences and to post board minutes to be viewed by our neighbors.

IV. NEIGHBORHOOD ISSUES

- Speeding: **Jay** to talk with Stacy Hale, neighbor and Apex Police Officer. Board agrees that Apex Police should address speeding issue.
- Bushes and Lighting of neighborhood sign will be addressed with the new Landscape Contract. Board agrees to let the new Landscaper make suggestions for the overgrown bushes and install low voltage lighting at the sign. New contract will begin in the Spring 07.
- **Eric** to send quick neighborhood response from board regarding speeding, bushes and lighting to Seth for review and once approved, post to Yahoo Group.

Items for next meeting:

- Financial – Capital Contribution to HOA on settlement of new homes. Does neighborhood need to vote?
- Vinny to update Board on progress of new Landscape Contract and issues with the pool.

ADJOURN // 7:00 PM

NEXT BOARD MEETING // @ February 13, 2006