



HOA BOARD OF DIRECTORS MEETING

Tuesday, July 17, 2007 // 7:00 pm // 320 N Salem St., Suite 300

CALL TO ORDER AT 7:06PM

APPROVAL OF THE MINUTES from June 12th, 2007 meeting

I. TREASURERS REPORT

- a) Surplus over budget approximately \$8,200 \$16,500 for the year
- b) Start Capital Reserve Fund Account with \$20,000 to \$25,000 (includes \$5,000)
- c) Capital Assessments during closings? Ask HRW if they are already collecting.
- d) Lisa will add form to Website for Lawyer Questions
 1. Is there a statute of limitations on the \$5,000?
- e) Eric to Review with HRW –
 1. Financial Report by HRW
 2. Page 1 of Report, 1002 Bramhall Ct Legal Fees
 3. Page 2 Cash Disbursement \$425 to American Pool

II. MANAGEMENT REPORT

- a) No management report provided. Request a report for each of our Board meetings?
- b) We did not receive a status on drive throughs.
- c) No information on pulled deeds for lots 4-13.
- d) Lisa to gather all questions for HRW email group for approval and email Gordana (once 3 members have responded)-Quorum is 4
- e) HRW to write letter to Parker regarding fence.
- f) HRW to contact American Pool-
 1. What are their official steps to follow at each visit? If our pool guy can not follow these steps for the entire week; we want another person effective immediately.
 2. The pool is looking cloudy again. Why does this keep happening?

III. COMMITTEES

- a) Pool Committee –
 1. Members: Renee Pfau and Cathy Dyer
 2. What is the construction status of bathroom fixes and pipe for filling the pool? What is the timeline?
 3. New fence – mark moved to be completed by March (before Annual Meeting) seconded by Eric.
- b) Ground Committee –
 1. Bushes planted on Grappenhall
 2. Lisa requested to review trimming trees back further at corner of Whiston and Grappenhall
 3. Parker fence homeowner's expense.
- c) Social Committee –
 1. Sending Baskets to new neighbors get notification from HRW



2. List of Basket deliveries available
 3. Social Budget sheet available
 4. Sandwich boards are being updated by neighbor
 - BOD voted on paying for update to existing boards
 - Approx. \$260 total (quote from neighbor who is doing the work. See HOA site)
 - Deadline on work is September 15 2007.
- d) Architectural –
1. Jay -HRW should update Architectural Form to state that structures must meet Apex codes.
 2. Jay-provide list of committee members
 3. Jay-What is the process for Arch forms? Who has to approve them?
- e) Communications –
1. Ask neighbor to head communications committee
- f) Rules and Regulations-
1. Mary Lou to form and meet with her committee members before next Board meeting.
 2. R & R's from HRW (in box from York) are not meant for Whitehall Manor. They apply to Whitehall town homes in Cary.
 3. Review covenants for our community R & R's
- IV. Unfinished Business –
- a) Developer Bill, no additional action.
 - b) Assistant Secretary needs binder (Get from Shauna)
 - c) Mark handed out flow diagram for decision making.
 1. Mark will revise the diagram and have ready for a vote at next meeting.
 - d) Purchase new lots for neighborhood improvement. -Wait.

ADJOURN 8:42PM

NEXT BOARD MEETING // Tuesday, August 21, 2007, 7:00pm