



HOA BOARD OF DIRECTORS MEETING

Monday, August 31, 2009 // 7:00 pm // 1409 Applethorn Drive

BOARD MEMBERS IN ATTENDANCE:

Lisa Montoya, Renee Pfau, Mary Lou Jackson, Chris Boudreaux, Kelley Spence, Rick Gardner, and HRW rep, Vera Mason

BOARD MEMBERS NOT IN ATTENDANCE:

None

CALL TO ORDER AT 7:02 PM

QUORUM ESTABLISHED

June Board of Directors Meeting minutes were approved. Motion for approval as minutes stand by Lisa. Motion seconded by Renee. Motion carried.

I. TREASURER'S REPORT-

1. Many late fees assessed for HOA dues
2. 3 neighbors still past the \$500 mark
3. Unexpected pool cost (~\$800) for items required by Wake County to pass inspection (buoy rope, water purification testing, new shower sign at front of gate, first aid kit, fix drains, new skimmer baskets, etc...). Someone should be present at next pool inspection (likely Vera)
4. New pool expense – first aid kit mounting to wall, possibly by pool company
5. Error by HRW - \$2,225 check for pool company but should have been \$225 – currently reimbursing for error
6. No budget changes expected for remaining months of 2009; end year at ~\$26,913 - about \$11,000 over reserve for projects
7. Obtaining estimates to paint pool house
8. Fill line project – about \$3,000 to fix by Carolina pool company if leak found where inspector thought it to be located (Plumbers report from last year, draft for inspection points, cost from 1-6k, needs to be approved before next meeting for budget, depends on amount of concrete that has to be removed)
9. Lisa proposes 3 part committee process: (1) initial inspection - breakdown with costs and milestones (2) approximately 1/2 complete (major milestones) (3) before company walks off job and bill is paid. For example, we want to see the pipe work complete before contractor covers with cement. Suggested for milestone steps, not necessarily half way, Vera to draw up forms
10. Lisa motion on having the fill line expected, final price must be less than \$6000 to complete work, with 3 point inspection process, Rick second, motion carries
11. 2010 Preliminary budget review: “food for thought” approve at end of October, Vera mentioned HRW requests assessments to be approved by September
 - a. Current no increase in dues (2nd year no increase)
 - b. Nothing in Capital Reserve Contributions – can't predict
 - c. Pool income 5 homes
 - d. 6% increase in Jul for landscaping



- e. 8% pool increase
- f. Bumped up postage
- g. 6% Management increase
- h. End year at \$24271 - \$9271 to spend on projects
- i. All contracts increase
- j. 10% increase, \$6,369 extra for projects
- k. Street lights as fall project

II. MANAGEMENT REPORT-

1. Delinquency policy – post on website, Lisa – motion to approve policy, Chris second, motion carries, Delinquency policy is approved
2. Email resolution – Everyone has to agree and everyone votes, (form from last meeting). Everyone must reply to Vera and she checks to make sure everyone says yes. Lisa – motion for resolution authorizing use of electronic transactions, Renee second, motion carries. Lisa to sign and send to Vera
3. CPM contract – October 15th cancellation date, give us new contract, if we don't cancel, go up ~5% Possible to bargain for no increase next year, Vera to look into contract renewal - majority of other vendors have kept the same or gone down
4. No one to fill vacant position, XXXX, possible volunteer, Renee to check Social person on Daresbury – XXXXX potentially

III. COMMITTEES-

1. Grounds Committee – Lisa Montoya
 - a) Great new landscaping company, turned on sprinklers, new plants
 - b) Wax myrtles project – about \$2000 to remove, has to be done in November, schedule after pool line fixed and check to see if Valley crest will beat Bartlett tree experts. Parcel says land doesn't belong to HOA, belongs to homeowners on corner – Vera to check on it, pull survey from homeowner
 - c) Peakway past Towhee (homeowners other side of fence) looks bad by fence. Visual impact for neighborhood , permission from homeowners before proceeding
2. Pool Committee – Renee Pfau
 - a) Discussed above with Treasurer's report
3. Social Committee –
 - a) Social for Halloween - \$400, magician, parade, 25th Sunday before – yahoo poll
4. Architectural Review Committee –
 - a) Reviewed committee report, painting completed, sewer fixed, new review today from the XXXXX



5. Communications Committee –
 - a) Positive newsletter feedback
 - b) Directory layout and updates
 - c) Appears advertising will cover costs, no need to include in budget
 - d) Potential poll for electronic version or box by pool
 - e) Papa John's and Jersey Mike's could provide free food for advertising
6. Rules and Regulations –
 - a) No report

IV. OLD BUSINESS –
No old business.

V. NEW BUSINESS –

1. Vera to target mailboxes on her next neighborhood drive through
2. Dog poop letter from HRW to homeowners who don't clean up after pets, possible to place sign in yard, send complaints to the Town of Apex, possible bag stands and placing paw-stickers on trash cans for people to dispose of their waste
3. Shrub issues – Vera can send out 2 letters, then a violation letter to schedule a hearing and assess a fine with the HOA board

Motion by Lisa to adjourn meeting. Seconded by Mary Lou. Motion carried.

ADJOURN 8:48PM