

## HOA Board Meeting Minutes 2021-01-14

Call to Order/Roll Call @ 7:03 pm - All Board Members Present; other residents in attendance - Megan Hyde & Judy Williams

Approval of Minutes from 2020-12-17

### Officer Reports

President - Phyllis Moy

- Will handle most items during the New Business segment of the meeting.
- **ACTION ITEM** - Phyllis will work on a "Mini Email Blast" in lieu of a full Newsletter. She will include several "news items" from this meeting.

Vice-President - Anna Doll

- See ARC Report below.

Treasurer - David Boring

- No "Snapshot" for this Month [included with November/January]
- Will update this month's data and share later.

Secretary - Mike Britt

- Nothing new to report.

### Committee Reports

**ARC** - Anna

- 2 Applications have been approved.
- 2 Applications are pending.
  - Includes a request from Jason Wilke for a shed

**Safety Committee** - David

- Nothing new to report.

**Pool / Clubhouse Committee** - Mike

- Will Discuss Key Card System in New Business.

**Landscaping Committee** - Phyllis

- We have asked the Committee to submit Nominations for YOM by the 5th of each month.
- The Committee has not yet responded for January.

- **ACTION ITEM** - Phyllis will contact them again to get a list of nominees. The Board will vote by text/email & Phyllis will announce the winner in her "Mini Email Blast."

### **Social Committee** - Phyllis

- Nothing new to report.

### **Old Business**

- Fire pit repair – work on getting it torn down when weather permits.
- Ponds clean out = Crabapple recommends March/ April and then August will be more expensive (anything over 3 calipers more expensive to take out)
  - **ACTION ITEM** - Phyllis will contact Crabapple to come in mid-to-late April. We will monitor the need for a second clean-out in the fall.
- Neighborhood visit by Santa was a big hit.
- Great job on the 2021 budget and the annual Assessment letter
  - Evidently, those residents who posed questions about it did not look carefully in the envelope to find the budget included.
  - PMI assures us that EVERY envelope included a copy of the budget.
  - Some residents have questioned why the Annual Assessment will increase to \$650. One BIG factor is that the 2021 Budget includes a greater emphasis on building the Reserve Fund.
  - Some residents have specifically asked about the large increase in the budget line item for insurance. Discussion ensued about insurance.
    - We budgeted \$1760 in 2020
    - We've budgeted \$4200 for 2021
    - Do we really need to carry Workman's Comp.?
    - Will the Umbrella Policy suffice?
  - **ACTION ITEMS** - David will follow up with:
    - 1) a call to Kent to clarify his recommendation on insurance;
    - 2) prepare a few slides that will give a summary/overview of the Budget and of the key aspects of the Reserve Study.
- Pool Key Card System -
  - **ACTION ITEMS** - Mike & David will follow up:
  - We will review & select one of the 2 bids and enact a contract with one of those contractors.
  - We will request installation no later than May 1st
  - **ACTION ITEM** - Mike will contact PMI notifying them of our timeline for installation & implementation of the system, requesting that PMI add a note to their standard Closing Letter notifying sellers that they

are responsible to hand over their Pool Key Card/Fob to the buyer or else the seller will pay PMI \$25 for a new Key Card.

## New Business

- Burn barrels!
  - Discussed the email exchange with the neighboring subdivision.
  - There are 250 homes in the neighboring subdivision; 50 are rental homes. Several renters serve on their HOA Board.
  - According to FCFD, burn barrels are illegal in Forsyth County except at registered construction sites.
  - **ACTION ITEMS** - Phyllis will follow-up with:
    - Contact the neighboring subdivision once again, emphasizing that we had wanted to give their resident an opportunity to move the barrels themselves (After all, the barrels are someone's personal property even if they've been left on our common space).
    - She will also contact DNR about the threat to the pond posed by a burn barrel placed that close to the shoreline.
  
- Gazebo/playground Vandalism
  - We have an eyewitness who has positively identified the children who were the culprits.
  - **ACTION ITEM** - Mike will draft a letter to the residents at [address] informing them of this & requesting that they (and their children) assist us with the labor involved with repair/replacement of the spindles.
  
- Communication between PMI, the ARC, the Board, and residents who submit modification (ARC) requests.
  - There appears to have been a breakdown in that we have had incidents when residents have been left waiting an extended time for a response.
  - We will add the HOA email address ([orchardlake30028@gmail.com](mailto:orchardlake30028@gmail.com)) to the Modification Request process so that the Board will be aware when requests have been submitted.
  - We will also ask PMI to notify the Board of requests so that none fall through the cracks.
  - **ACTION ITEM** - Mike will contact PMI about the additional components of the Modification Request Process.
  
- Annual meeting agenda
  - Mike had a PowerPoint for the 2020 meeting. But, things will be different with a Zoom Meeting this year.
  - Discussed the procedure for nominations & the relevance of the provision for proxy voting since NONE of the meeting participants will be physically present.

- **ACTION ITEM** - Phyllis will follow-up with Kent about the agenda and the voting procedure & how to communicate that to the residents - perhaps via her “Mini Email Blast” in addition to any communication that is prescribed in the By-Laws.
- Prospective New Board member(s)
  - Judy Williams
  - Megan Hyde
- Next Board Meeting on Thursday 2/11/2021
- Annual Meeting **2/18/2021 by ZOOM**

Announcements/Remarks

Motion to Adjourn by David, seconded by Mike. Motion carried.

Adjourned @ **8:23 pm**