

HOA Board Meeting Minutes

November 16, 2023

Call to order/Roll Call @ 7:08 pm

- Board Members present: Melissa Boyle, Andrew Hinton, Phyllis Moy, Eve Simpson, Judy Williams
- Residents in attendance: None
- Motion to accept October 5, 2023, minutes, with corrections. Motion made by Eve, second by Andrew

Officer Reports

1. President: Phyllis Moy

- a. Clubhouse roof replacement completed earlier in the day
- b. Erosion quotes
 - Quote received from Crabapple for \$3,336.63
 - Ernesto, who fixed the fence, has not submitted his quote
 - Andrew will get 2 more and Phyllis will see if she can get another
- c. Grass dam
 - Needs to stay on
 - Will have company that took care of storm damaged trees take care of canopy during their off season
 - Payment will be taken from the reserve fund
- d. Powerwash Fence
 - Andrew will follow up with neighbors so can access property and water
 - Discussion on when would be able to stain; probably in the spring since temperatures have to be above a certain degree for several days. Phyllis will check with Kandice.

2. Vice President: Judy Williams

- a. No updates

3. Treasurer: Eve Simpson

- a. Additional line items to budget
 - Under Landscape Maintenance:
 1. Account 60100-00 Pinestraw Commons changed to Ground Cover
 2. Amount in April will be changed from \$500 to \$800
 - Grass Dam and Erosion will not be line items in the budget. Once projects are completed and paid for, cost will come from the reserve fund
- b. AT&T bill states we have a past due amount that Eve is researching. Will have to contact AT&T because according to her records, we're current.
- c. 19 households have not paid assessment

4. Secretary: Melissa Boyle

- a. ARC Guidelines document changes complete.
 - Motion made to approve by Phyllis, seconded by Eve. Melissa will send to David and Kandice to post.
- b. Towing information

- Towing company sent three signs. One is attached to the pole with HOA sign, one is on the clubhouse, and third will be put up in the middle of the trees on the other side of the parking lot.
- Company also sent violation stickers. Melissa suggested we mark violation of “CC&R covenant, Article III, Section 5”. Motion made by Phyllis, Eve seconded.
- Phyllis suggested getting tags we could give residents when they have permission to park in the lot. Melissa will research and have at the next meeting.

Committee Reports

1. Architectural Review Committee (ARC) – Eve Simpson

- a. Pat Stanley told Phyllis she would like to volunteer. Phyllis will give contact information to Eve.
- b. Recently approved requests:
 - 4770 Orchard Park Lane request submitted stain color for fence
 - 4930 Orchard Park Lane: will be adding a bathroom to second floor and changing elevation (replacing brick with siding)
- c. Pending requests:
 - Resident has asked about paint colors. Eve will follow up because he’s not changing colors.

2. Safety & Security Committee (SSC) – no committee chair

- a. No update

3. Pool/Clubhouse Committee (PCC) – Michelle McHugh and Julie Kijowski

- a. Replacement slings have been completed. Phyllis is having to get replacement caps for some that were broken when the chairs were being fixed.

4. Beautification/Landscaping Committee (BLC) – Dean Mills

- a. Workday a huge success.
- b. Dean said she would not be continuing on the committee; willing to continue YOM nominations. Phyllis said she would step in but would need help with landscaping ideas.
- c. Yard of the Month sign – Melissa will check into and have options for next meeting
- d. Phyllis wants a sign for the dock “This dock is for Orchard Lake residents only” and additional signs for around the lake “Orchard Lake residents only”

5. Social Committee –Andrew Hinton

- a. Events:
 - Fall Hayride/Chili Cookoff was a success.
 1. There were some disgruntled contestants that the contest was rigged!
 2. Andrew did a great job decorating the trailer, residents brought blankets to sit on. Hayride circled around a couple of times then ended up at the Roches’ for their Haunted Walk, Cornhole, and s’mores.
 3. Haybales are covered and will be ok for Christmas hayride.
 - Holiday Party will be December 16 @ 7 pm
 1. Andrew has “the suit”, will decorate trailer for holidays, and will have s’mores
 2. Melissa suggested we try a cookie exchange before the hayride. We’ll try this year, then decide whether to continue. Phyllis suggested if didn’t want to make cookies to share, bring canned good items for The Place of Forsyth County.

New Business

1. Additional Erosion quotes to be presented at next meeting.
2. Annual meeting will be Saturday, February 24 at 10 am at the Hampton Park Library. Residents will also be able to attend through Zoom.
 - a. Phyllis will update the Dues letter and send to Melissa
 - b. Phyllis will make sure Kandice is available and can handle the Zoom calls
 - c. Regular board meeting will be on February 15th instead of moving a week earlier
3. Budget: Kandice has made initial budget based on dues increase
 - a. Eve will follow up with Kandice about changes suggested under Treasurer Officer Reports. Will email everyone to vote on changes.
 - b. Eve had a resident ask if the chairs in the gazebo were going to be replaced. Phyllis said when the chairs were in there, teenaged children used them to break apart, then tear up the gazebo. Repairs were made twice and chairs replaced twice. At this point, suggestion was made the chairs not be replaced.

Announcements/Remarks

- Next board meeting scheduled for Thursday, December 14, 2023, instead of December 21.
- Motion to adjourn made by Melissa, second by Andrew
- Adjourned at 8:20 pm

Action Items

- **All**
 - Read community by-laws
- **Phyllis**
 - Send Melissa dues letter
 - Contact tree company about trimming canopy during off season
 - Get another erosion fix quote
 - Check with Kandice about staining fence in the spring
 - Give Eve Pat Stanley's contact information
 - Status of chaise replacement caps
- **Melissa**
 - Send September and October mins and updated ARC Guidelines to Dave & Kandice
 - Invitation for Cookie Exchange
 - Update website calendar
 - Have husband check clubhouse wifi
 - Research signs for YOM, dock, and around lake
 - Checking on parking authorization hanging tags w/ possible expiration date that can be filled in
 - Update calendar with Annual Meeting information and give to Kandice
- **Eve**
 - Contact Kandice about budget line item changes
 - Contact AT&T re: past due amount
- **Andrew**
 - Get additional quotes for erosion issue
 - Contact fence line homeowners about having access to their water for power washing

- Put third towing sign up