



Annual Meeting Minutes January 19, 2010

Attendance:

BOD Members Present: Chris Zangara, Bob Brethen, Rich Willis

Hawthorne Management: Wendy Parks

7:07pm – Bob Brethen called the meeting to order. Bob welcomed the assembled membership.

7:08pm – Wendy confirmed that the meeting failed to achieve a quorum. As such, there will not be an official election of new directors at this meeting. The terms of Bob Brethen and Rich Willis will end after this meeting, and Chris Zangara, Board Vice President, will be the acting Board President. New directors will be appointed at the next Business Meeting.

7:09pm – In Old Business, Bob reviewed the minutes of the 2009 Annual Meeting.

7:10pm – Vicki Roach updated the membership on the ARC Committee's activity over the previous year.

7:11pm – Bob Brethen updated the attendees about the website and the newsletter. Brian Benson, the webmaster, was not present at the meeting.

7:12pm – Vicki gave the Association a report of the 2009 Pool Season. The season was quite successful and there were fewer complaints overall this year.

- The two primary complaints were about the ant problems early in the season and the condition of the bathrooms. The ant issue was brought under control by a new vendor this year. They are still treating in the off-season, and this should not be an issue at the beginning of the 2010 season. The Board has planned to renovate the bathrooms in the off-season, which should alleviate those concerns.
- Also, work planned for the off-season includes replacing the pool decking, and making some improvements to support competitive swimming. The Association is planning to host swim meets in the 2010 season to support the combined Latta Springs-Stephens Grove Swim Team.
- Additionally, the pool is open for private parties, including after-hours parties, to all residents. They should contact Vicki for details.



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- The Knip Family of Horseshoe Creek Dr. helped make this year more successful by providing recycling containers to the Pool. Throughout the season the Knips maintained the containers and helped the HOA “Go Green.”
- A homeowner inquired about replacing the butterfly bushes due to issues bees around the bushes, and a restricted view of the playground area. Vicki will talk to the exterminators and landscapers to determine if this can be managed without replacing the shrubs.
- Several homeowners asked about adding shade to the kiddie pool, whether through more umbrellas or from a pergola/trellis. The BoD will discuss this at the next business meeting.
- Several residents also asked about the possibility of expanding the pool area, not with concrete, but with wooden decking. This was suggested as a cost-effective approach to expanding the sunbathing area around the pool on crowded days. The BoD will discuss this at the next business meeting.

7:24pm – Marie deMartino gave the Social Committee update. She is the new Chairman of the Social Committee and plans to expand on the Committee’s 2009 successes. She discussed more planned activities for the upcoming year, including:

- An adult activity in February/March
- Ladies Night Out / Men’s Night Out
- A wine tasting
- More activities, such as the Movies On The Lawn

7:30pm – Wendy presided over a poll to determine the resident’s preferences for new Board Members. Rich Willis and Bob Brethen explained the rules for the poll, as there was not a quorum, and explained the assignment of roles on the BoD. Four “candidates” were identified in the poll:

- Bob Brethen – running again
- Rich Willis – was nominated from the floor
- James Gilreath – a resident from Checkerberry.
- Brian Benson – was not present at the meeting, but sent a statement for Bob Brethen to read.

Wendy tallied the results, with Bob Brethen and Rich Willis receiving the most votes. The BoD will appoint new BoD members at the next monthly business meeting.



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7:42pm – Chris gave the financial update as David McAlexander was not present at the meeting. Changes in the 2010 budget include an increase to the Social Committee budget, lower amounts for water and sewer (which had been over-budgeted), and a new landscaping contract, with some cost savings. The new vendor is local, less costly, and promises better service. Homeowners expressed concerns about the Bermuda grass problem around the common areas; this was one of many factors leading to the selection of a new vendor.

7:55pm – The topic of financial priorities for the pool area was discussed at length, particularly the decision of whether or not to renovate the pump room. Many of the residents favored addressing the pump replacements in the present year.

8:05pm – In the Open Forum section of the meeting, the BoD took questions from the membership at large.

- The perennial issue of dog waste was again a primary concern. The question of installing bag dispensers was raised again, and it was generally felt that this would not change the behavior of residents who don't clean up after their dogs.
- Concerns were raised about fireworks in the neighborhood on July 4th. It was explained that this is a legal issue to be addressed by the Huntersville Police Department.
- Some matters of neighborhood courtesy and safety were also brought up, notably cars blocking the sidewalks at the top of their driveways, and broken glass from recycle bins laying in the street. It is every resident's responsibility to be courteous to their neighbors.

8:15pm – Bob Brethen adjourned the meeting.



Board Of Directors Meeting Minutes February 15, 2010

Attendance:

BOD Members Present: Chris Zangara, David McAlexander, Paul Sousa

Hawthorne Management: Wendy Parks

Membership Present: Bob Brethen, Rich Willis

- 7:03pm – Chris Zangara called the meeting to order. The three current members of the Board of Directors were present: Chris Zangara, David McAlexander, and Paul Sousa.
- 7:05pm – Paul made a motion to appoint Bob Brethen and Rich Willis to the Board, based on the preferences expressed at the Annual Homeowners Meeting. David seconded the motion. It passed unanimously.
- 7:09pm – Chris adjourned the meeting.



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- 7:10pm - Chris Zangara called the meeting to order.
- 7:11pm – In Old Business, the Board of Directors held elections to select members for each of the five Board positions. The positions for the next year are as follows:
 - President – Bob Brethen
 - Vice President – Rich Willis
 - Treasurer – David McAlexander
 - Secretary – Chris Zangara
 - Committee Liaison – Paul Sousa
- 7:13pm – Bob led the Board through a review of issues that arose in the “Open Forum” portion of the annual meeting. Primary among these were questions about various upgrades to the pool, and recurring complaints about dogs, parking, and fireworks. The pool issues that were mentioned included adding shade to the baby pool; extending the usable pool area (and expanding the fenced area) with wooden decking; remodeling the bathrooms; reworking the pump room; and landscaping changes, notably a request to remove the butterfly bushes near the fence.
- 7:16pm – Bob brought some questions from the Social Committee to the Board.
 - The Committee is interested in helping to renovate the Clubhouse, which is a long-term project the HOA has planned. The Board recommended that the Committee prepare a list of items that would need to be completed, and these can be done in small increments.
 - The Committee also inquired about having larger trashcans installed at the playground. Generally, the issue at the playground is that the trashcans weren’t being emptied often enough. Our landscape vendor is responsible for this, and with the new vendor in place, this should happen more often.
- 7:18pm – Wendy Parks revisited the issue of the dumpster corral in the pool parking lot. This is not being maintained, and we do not have a service regularly emptying it. She received a quote of \$375 to remove the corral entirely. In addition, the HOA currently uses Allied Waste for trash pickup. By removing the dumpsters, and switching the normal trash pickup to Waste Management, the HOA can save hundreds of dollars each month. The Board voted to approve the demolition and removal of the dumpster corral, and to change vendors from Allied Waste to Waste Management.
- 7:25pm – Bob and Wendy Parks led a discussion of the recent landscaping proposals that had been submitted to the Association by our vendor. These included several



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proposals that were not a part of the normal annual maintenance, and were needed to improve the health and aesthetics of the shrubbery.

- The Board voted to approve heavy pruning to the wax myrtles and the loripetalums, and voted to approve a trim to the junipers.
 - The Board disapproved the proposal to trim the crape myrtles at this time.
 - Pine needles are scheduled to be installed in mid-March. Landscape Solutions is sending a quote for flowers, and we will review it at the next meeting.
 - The playground mulch needs to be replaced, on the playground only, which was a cost of \$850 the last time it was done. Wendy will confirm the cost with the new vendor.
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- 7:45pm – The first item discussed under New Business was shading for the pool. Chris Zangara researched several options for semi-permanent shading over the Baby Pool. There were three separate price levels, which provided varying levels of shade and durability. The least expensive solution was several thousand dollars, which the Board deemed too expensive to pursue at this time.
 - 7:50pm – Wendy has prepared a list of several homeowner letters to be sent regarding home maintenance and other issues. She noted several instances in the fall of homes whose siding needs to be cleaned. Hawthorne would like to send these now, so that they can be addressed as soon as the weather permits. The Board advised her to proceed.
 - 7:55pm – Wendy advised the Board that Hawthorne’s Annual HOA Conference will be held on March 23, and invited all board Members to attend.
 - 8:00pm – The Board also approved the ordering of a new pole for a street sign that was damaged by a car during a recent snowstorm.
 - 8:04pm – The Board set the date of next meeting as March 22, 2010.
 - 8:05pm – The meeting was adjourned.



Board Of Directors Meeting Agenda April 26 2010

Attendance:

BOD Present: Bob Brethen, Paul Sousa, David McAlexander, Rich Willis

BOD Absent: Chris Zangara

Management Present: None

- 7:10pm Meeting called to order – Bob Brethen
- 7:12pm Motion to approve prior meeting minutes
- Motion made by: Rich
 - Seconded by: Paul
 - Passed 3-0
- 7:15pm Financial Report – David McAlexander
- Good financial situation
 - Time period of numerous seasonal budgeted items
 - Pine needles
 - Flowers
 - Play Ground Mulch
 - Removal of the Dumpster enclosure
- 7:25pm No Committee Reports / Updates
- 7:25pm New Business – Board of Directors
- Tennis Court Use / Maintenance
 - The BOD walked the Tennis court and will be looking to receive quotes for repairs, Paul will write up a usage letter for the upcoming community newsletter
 - Community Newsletter Volunteer
 - We are OK for now, but looking for new volunteer to publish the newsletter later in the year
 - Developing a policy on requests for assessment adjustments or payment schedules
 - Due to NC Statutes, policy for BOD is not necessary
- 7:49pm Open Forum – Board of Directors
- No new items
- 7:50pm Meeting adjourned – Board of Directors

Next meeting is scheduled for 7:00pm on May 24, 2010



Board Of Directors Meeting Agenda May 24 2010

Attendance:

BOD Present: Bob Brethen, Paul Sousa, David McAlexander, Rich Willis

BOD Absent: Chris Zangara

Management Present: Wendy Parks

- 7:00pm Meeting called to order – Bob Brethen
- 7:10pm Closed Session – Home Owner Hearing
- 7:30pm Motion to approve prior meeting minutes
- Motion made by: Dave
 - Seconded by: Rich
 - Passed 3-0
- 7:35pm Financial Report – David McAlexander
- Repeated discussion from previous month that this is a time period of numerous budgeted and planned items
 - Pool Deck Painting
 - Replacement of broken Pool Tables, Chairs, Umbrellas
 - Pool Team Equipment
- A discussion on Bathroom updates – ventilation project and painting the floors.
- 8:05pm Committee Reports / Updates
- Discussion on the Swim Team and securing an Off Duty Huntersville Police Officer(s) to aid with traffic concerns during the scheduled swim meet on June 21st.
- 8:15pm Old Business – Board of Directors
- Butterfly Bushes by Pool
 - The BOD reviewed this issue discussed at the annual meeting and will monitor over the summer. Rich will follow up with a note to a concerned Homeowner.
 - Home owner requested the BOD review a fence exception for their back yard. The BOD requested that the documentation on the fence be sent out prior to June's meeting. This will be placed as an agenda item for June's meeting.
- 8:44pm Open Forum – Board of Directors
- No new items



Board Of Directors Meeting Agenda May 24 2010

8:45pm Meeting adjourned – Board of Directors

Next meeting is scheduled for 7:00pm on June 28, 2010

Note: 2 potential homeowner hearings being scheduled for June 28th meeting



Board Of Directors Meeting Minutes June 27, 2010

Attendance:

BOD Present: Bob Brethen, Paul Sousa, Chris Zangara, Rich Willis

BOD Absent: David McAlexander

Management Present: None

- 7:30pm Meeting called to order – Bob Brethen
- 7:31pm Old Business
- Status of Tennis Court Repair
 - \$750 quote to seal cracks – delayed until later summer/early fall
- 7:32pm Motion to approve BOD Meeting Minutes from previous meeting
- Motion made by: Chris
 - Seconded by: Paul
 - Passed: 4-0
- 7:33pm Committee Report
- Pool Report – Vicki Roach
 - Pool pump and plumbing replaced due to emergency need
 - Positive quality reports since work completion
 - Discussion of recent events where one family was ejected from the pool. Discussion curtailed due to pending hearing.
 - Swim meet and practices have been going very well
 - Having HPD Officer on site during swim meet was good
 - Kids pool party was a success
- 7:48pm New Business
- Fence Appeal – 6315 Muir Court (Neil and Christine De Hart)
 - Presentation including picture and written submission
 - Decision pending Executive Session
 - Website advertising
 - Clarified that this will occur only through online posting of newsletter
 - Fireworks
 - BOD will post sign stating that fireworks are not permitted
 - Bankruptcy on Dunbeth
 - Bob will discuss with Wendy and will allow payment plan to continue



Board Of Directors Meeting Minutes
June 27, 2010

- 8:14pm Open Forum
- Concern noted about man soliciting neighbors for window washing
 - Man lives in neighborhood, can be aggressive, and is not licensed or insured
 - Comment about getting speakers installed on far side of pool so volume can be more even
- 8:30pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on July 26, 2010 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes August 23, 2010

Attendance:

BOD Present: Bob Brethen, Paul Sousa, Rich Willis,

BOD Absent: David McAlexander, Chris Zangara

Management Present: Wendy Parks

7:00pm Executive Session called to order – Bob Brethen
Homeowner hearing

7:29pm Executive Session Closed – Bob Brethen

7:30pm Meeting called to order – Bob Brethen

7:31pm Landscaping Discussion with Landscape Solutions

- Brown Patch, Sedge, spraying reviewed
- Bermuda Grass vs. Fescue (pros and cons discussed)
- Landscape Solutions will submit proposals for BOD review of potential fall lawn work

8:15pm Motion to approve prior meeting minutes

- Passed: 2-0

8:16pm Old Business

- Tennis Court repair was re-reviewed and will be repaired in September

8:17pm No Financial Report

8:24pm Committee Update – Vicki Roach (Pool Committee)

- 'Best Season ever'
- Swim team a success
- Pool area look great
- Positive feedback from guards and homeowners alike
- BOD approval for \$50.00 Gift Cards for Pool Guards (past years it has been \$25 for the Guards)

8:25pm New Business – Board of Directors

- Rental Homes – Renting of homes is allowed in the neighborhood
- Concern About Crime in the neighborhood discussed
 - The Board discussed crime in the neighborhood as residents raised the question
- Homeowner Lawn Care – Hawthorne Mgt to send out community letter to review regarding fall lawn restoration

8:40pm Open Forum

- No membership present

8:41pm Motion to adjourn meeting



Board Of Directors Meeting Minutes August 23, 2010

- Motion made by: Paul
- Seconded by: Rich

8:42pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on September 27, 2010 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes September 27, 2010

Attendance:

BOD Present: Bob Brethen, Rich Willis, Paul Sousa, Chris Zangara

BOD Absent: David McAlexander

Management Present: None

- 7:03pm Meeting called to order – Board of Directors
- 7:03pm Approval of Prior Meeting Minutes
- Motion made by: Chris
 - Seconded by: Rich
 - Passed: 4-0
- 7:06pm Financial Report
- Checking: 63,562; Cash Reserves: 34,863; CDs: 145,954
 - Total Cash Assets: 241,381.19
 - Outstanding balances at August closeout was 12,969 representing approximately approx 6% of total budget.
 - Expected this time of year and certainly expected to correct in September. Over budget in several line items, however there should be some correction in the final 3 months of our budget year. Better picture of this at the end of October and November.
- 7:12pm Old Business – Board of Directors
- Discussion of common area grass
 - Pros and Cons of Bermuda Grass vs. Tall Fescue
- 7:25pm Committee Update
- Pool – Vicki Roach
 - Very successful season, pool is now closed and covered
 - Furniture inventory will occur
 - No major off-season improvements needed
 - Rich will look into speaker installation on “far” side of pool
 - Social – Rich Willis
 - Movies at the Pool was a success
- 7:41pm New Business – Board of Directors
- Payment Plan for McCarthy residence was agreed on
 - Pool bathroom ventilation improvements were noticeable and well received



Board Of Directors Meeting Minutes September 27, 2010

- Pool pump improvements were very noticeable and positive feedback from the community was abundant
- Social Committee submitted proposal for furniture and other improvements in clubhouse – total of \$3,600. BOD will take this under consideration and review next year

8:00pm

Open Forum – Board of Directors

- Chris will look into Resident ID Tags for pool access
- Vicki will look into converting windows in clubhouse (opposite wall from exterior door) into a French Door for better use of clubhouse during rented events

8:24pm

Meeting adjourned – Board of Directors

- Motion made by: Chris
- Seconded by: Rich
- Passed: 4-0

The next BOD Meeting is scheduled for 7:00pm on October 25, 2010 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes October 25, 2010

Attendance:

BOD Present: Bob Brethen, David McAlexander, Rich Willis

BOD Absent: Paul Sousa, Chris Zangara

Management Present: Wendy Parks

- 7:05pm Meeting called to order – Board of Directors
- 7:05pm Approval of Prior Meeting Minutes
- Motion made by: David
 - Seconded by: Rich
 - Passed: 2-0
- 7:06pm Financial Report
- Review of current budget, we are in line as in past years.
 - Water bills look to be higher than normal, system checked for leaks and none were found. Board will monitor this item.
 - Review of 2011 proposed budget
 - Motion to accept budget passed
- 7:16pm Old Business – Board of Directors
- No Old Business to discuss
- 7:16pm Committee Update
- No Committee Representatives Present
- 7:17pm New Business – Board of Directors
- Next Meeting will be Monday, November 15 at 7:00pm for neighborhood review of the 2011 budget
 - Hawthorne Management will send out the budget to the neighborhood with 10 days minimum notice. The letter will note the day and time of the meeting.
 - The annual meeting will be scheduled for Monday, January 24, 2011 at 7:00pm. Notice will be sent to homeowners from Hawthorne Management with date, time and location.
 - There will be no scheduled Board meeting in December.
- 7:24pm Open Forum – Board of Directors
- No Items
- 7:25pm Meeting adjourned – Board of Directors



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- Motion to adjourn passed

The next BOD Meeting is scheduled for 7:00pm on November 15, 2010 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes November 15, 2010

Attendance:

BOD Present: Bob Brethen, Rich Willis, David McAlexander, Chris Zangara,
Paul Sousa

BOD Absent: None

Management Present: None

- 7:00pm Meeting called to order – Bob Brethen
- 7:01pm Motion to approve prior meeting minutes
- Motion made by: David
 - Seconded by: Chris
 - Passed: 4-0
- 7:02pm Old Business
- Discussion of Pool ID Tags – will cost between \$500 and \$1000
- 7:03pm Financial/Budget Report – David McAlexander
- Mid month meeting with no information on monthly close
 - 2011 Budget (which is ratified since no HOA Members were present) is basically flat from 2010 with minor changes
 - Consistent revenue and funding levels going into 2011 from 2010
- 7:07pm Committee Update
- Girl Scout Troops will decorate/take down Christmas Decorations
 - Vendor Fair seemed to be a success
- 7:12pm New Business – Board of Directors
- None
- 7:12pm Open Forum
- None
- 7:13pm Motion to adjourn meeting
- Motion made by: Chris
 - Seconded by: Rich
 - Passed: 4-0
- 7:13pm Meeting Adjourned

The HOA Annual Meeting is scheduled for 7:00pm on January 24, 2011.