



Annual Meeting Minutes January 26, 2011

Attendance:

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

BOD Absent: None

Management Present: Wendy Parks

- 7:04pm Meeting called to order – Bob Brethen
- 7:04pm Chris Zangara reviewed the minutes of the 2010 Annual Meeting
- 7:10pm Committee Reports
- Architectural Review
 - Vicki Roach – It was a smooth 2010 with limited issues and processes being followed
 - Website/Newsletter
 - No one present to speak
 - Pool
 - Vicki Roach – Great season! New pump room showed great improvement and received very positive feedback. Lifeguards worked out well but 2011 should include a male lifeguard. Only 1 act of vandalism. Ant problem is gone!
 - Social
 - Marie DeMartino – Successful year with new addition of “Movies at the Pool” and “Children’s Holiday Party”. Grateful for increased budget and call for more volunteers.
 - Swim Team
 - Jim Swintek – Great event and appreciate the support. Membership feedback noted the event running very smoothly and the excellent parking control.
 - Clubhouse Rental
 - Dawn Calhoun – Good clubhouse use with only concern being the cleanliness after events. Deposit will be held if needed!
- 7:18pm Establish a Quorum
- Wendy Parks confirmed that a quorum was represented
- 7:20pm Election of Board Memebers
- Bob Brethen discussed the process of elections and asked for nominations from the floor. Candidates introduces themselves and voting took place.



Annual Meeting Minutes January 26, 2011

- 7:33pm Financial Report
- David McAlexander presented the financial report
 - HOA is in good financial shape with strong reserves and only minimal outstanding dues
 - Two catastrophic expenditures in 2010 – pool pump room rebuild and bathroom ventilation system upgrade.
 - Landscape contractor was changed for financial and performance reasons – this change was successful
 - Lengthy discussion, which went off topic, was held. Topics covered the resurfacing of the pool and monies reserved for it, differences between budgeted and actual expenses on a few line items, clubhouse upgrade and where it is in the priority list, financial accounting process, need for more effective communication tool (Facebook was discussed), and the possible establishment of a Communication Committee.
- 8:16pm Election Results
- Bob Brethen announced the results. Term is from 2011 – 2013
 - David McAlexander and Chris Zangara were reelected
 - Paul Comesky was elected
- 8:17pm Other Discussion
- Bob Brethen and Chris Zangara updated Membership on current issue with communication tower that was erected on Perthshire Court. BOD will respond, through attorney, on placement proposal to American Tower tomorrow.
 - Perennial issue of dog poop was brought up as well as the need to ensure that shrubs and trees do not encroach on sidewalks/streets.
- 8:34pm Bob Brethen adjourned the meeting



Board Of Directors Meeting Minutes February 28, 2011

Attendance:

BOD Present: Bob Brethen, Chris Zangara, Paul Comesky, Rich Willis (arrived late)

BOD Absent: David McAlexander

Management Present: Wendy Parks

- 7:13pm Meeting called to order – Bob Brethen
- 7:15pm Election of Officers
Motion to Elect Bob Brethen as President
- Motion made by: Chris
 - Seconded by: Paul
 - Passed: 3-0
- Motion to Elect David McAlexander Treasurer
- Motion made by: Chris
 - Seconded by: Paul
 - Passed: 3-0
- Motion to Elect Rich Willis Vice President
- Motion made by: Chris
 - Seconded by: Paul
 - Passed: 3-0
- Motion to Elect Chris Zangara Secretary
- Motion made by: Paul
 - Seconded by: Bob
 - Passed: 3-0
- 7:17pm Old Business
- Update on Communication Node
 - Bob gave us update on communication between American Tower and our Attorney. Easement agreement has been reviewed and attorney will follow up financial aspects.
- 7:26pm Committee Update – No committees present
- Discussion of the need to post current pool rules at pool
 - Follow up needed on current Social Committee membership and Leader
- 7:31pm New Business – Board of Directors
- Need for updated and formal reserve study
 - Common area sidewalk repairs needed
 - Monuments need to be cleaned and/or repainted



Board Of Directors Meeting Minutes February 28, 2011

- Funding request from Softball Team
 - Long discussion – referred to Social Committee
- Pine straw installation – Paul will look into “Teck Straw”
- Minimal pool fence upgrades required to bring fence into compliance
- Sargent Kevin Tatur – HPD Zone Commander visited with Bob. HPD is stepping up community enforcement and will be focusing on Golf Cart Registrations and operation by underage drivers. They will also be reminding residents (via notes or knocks on doors) to close garage doors and lock cars.

8:33pm

Open Forum

- Second basketball hoop installation
- Lights on the basketball hoop
- SG Facebook page
- Straitening flag poles
- Path installation to clubhouse
- Need for more concise and formal “progress list” for BOD

9:36pm

Meeting Adjourned

Motion to adjourn meeting

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

The next BOD Meeting will be on March 28th at 7:00pm.



Board Of Directors Meeting Minutes April 6, 2011

Attendance:

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

BOD Absent: David McAlexander

Management Present: None

- 7:06pm Meeting called to order – Bob Brethen
- 7:06pm Motion to approve prior meeting minutes
- Motion made by: Chris
 - Seconded by: Rich
 - Passed: 4-0
- 7:07pm Old Business
- Facebook page and slate path to Clubhouse have been completed
 - Quotes for French door will be reviewed after reserve study is completed
 - Discussed pool ID Tags – Chris will look into and work with Vicki for distribution
 - Quotes coming for sidewalk repair
 - Artificial pine straw is way to expensive and will not be an option
 - Monument sign repair was completed and cleaning (as well as clubhouse) will be done in coming weeks
 - Quotes pending for basketball hoop and speaker wire installation
 - Received an update on Social Committee
 - Sara Lay and Sandy Stansbury will Co-Chair
 - Vicki Roach is a member
 - Flag poles have been straightened
 - Opening pool for non-guarded times
 - Broad discussion and BOD has decided not to pursue this idea due to increased liability and the high value of having guards
 - Will look into expanding guarded times
 - Pool set to open May 14th
 - Communication Node update
 - Town has accepted proposal for new location
 - Strong desire to move it ASAP
 - Process moving slowly due to negotiations between HOA and American Tower attorneys
 - Reserve study quotes have been received – BOD will discuss in Executive Session



Board Of Directors Meeting Minutes April 6, 2011

- 7:32pm Committee Update
- Lengthy discussion regarding prior funding request from Softball Team
 - BOD acknowledged the mistake made in February by sending this to Social Committee
 - Chris discussed prior precedent for these types of requests
 - BOD requested that Softball Team re-submit with receipts for expenses made and will discuss when submission is received
- 8:15pm Open Forum
- No new comments offered
- 8:16pm Motion to adjourn meeting to Executive Session
- Motion made by: Chris
 - Seconded by: Rich
 - Passed: 4-0
- 8:17pm Executive Session
- 9:25pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on April 25, 2011 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes April 25, 2011

Attendance:

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

BOD Absent: Paul Comesky

Management Present: None

- 7:05pm Meeting called to order – Bob Brethen
- 7:05pm Motion to approve prior meeting minutes
- Motion made by: Chris
 - Seconded by: David
 - Passed: 4-0
- 7:05pm Financial Report – David McAlexander
- Nothing out of the ordinary worth noting
 - Summer expenses are starting to come in
 - Pine needles going in by end of the month
- 7:07pm Old Business
- New reserve study
 - Bob and David will talk in detail
 - All assets need to be accounted for (example – light posts and street posts were not in original study)
 - Second basketball hoop
 - Current area is designated as a “Sport Court” and would probably not be in compliance with the American Playground Association for a second hoop
 - All play equipment need to be in compliance (and currently are)
 - This project will be put on hold pending research to see if we could get it within APA guidelines
 - Speaker wire installation at pool
 - Waiting on Paul for quote (Bob will follow up with Paul about this)
 - Sidewalk repairs
 - Chris will check with Huntersville as they may be owned by the town and would be maintained by them
 - Communications node
 - Nothing has been signed yet but easement has been approved and a payment of \$5,000 will be made to HOA
 - Currently negotiating on our legal fees (currently ~\$2,400)
- 7:17pm Web Management Discussion – Karen Dortschy (via emailed questions)



Board Of Directors Meeting Minutes April 25, 2011

- HOA currently pays \$260.44 per year for all hosting services
 - There is currently no contracted/paid for maintenance of website – it transitioned back to a volunteer position as of April 1, 2011
 - This will not be put out for a bid as it will remain a volunteer position
- 7:20pm Pool Update – Vicki Roach and Shan Rumfelt (pH Pool Management)
- Expanded guarded hours
 - M – F 1pm – 7pm Week of, after, and 2 weeks after Memorial Day
 - Increased from both no guards and guards from 4pm – 7pm
 - June 11: Kids Party; July 3: July 4 Parade; July 16: Adult Party
 - Shan updated BOD on chair repair, umbrella ordering, deck painting (at entrance area), and equalizer compliance issue.
 - Brooke will be Lifeguard Manager and Evan (new to SG) will be Assistant Manager
 - Sand in filters should be OK for season
 - Attendance records are kept by lifeguards
 - Chris will review routinely to gauge usage (especially for expanded hours)
 - Pool ID Tag discussion
 - Chris has purchased them and will distribute 5/5 and 5/14
 - Process to be communicated shortly
- 7:54pm Committee Update
- Social Committee – Sara Lay
 - Requested status of budget
 - Only expenses to date have been Easter Egg Hunt (\$260) and Garage Sale (still pending but ~ \$100 or less)
- 7:56pm New Business – Board of Directors
- Clubhouse rental fee discussion – Proposal from homeowner to eliminate rental fee
 - Will not be pursued at this time due to larger that previously thought revenue
 - Property listing on website – Proposal to list “For Sale” homes on website
 - BOD has no issue with this and Webmaster will get this up and running
 - Roster – discussion around releasing roster to Social Committee



Board Of Directors Meeting Minutes April 25, 2011

- Social Committee does not seem to have a need for it at this time
 - Directory Update – Betsy Zangara will be updating Neighborhood Directory in the next few months (this is done every other year)
- 8:17pm Open Forum
- Opening the clubhouse for use during pool hours
 - Miscommunication did not have this on tonight's agenda
 - BOD will discuss at May meeting
- 8:22pm Motion to adjourn meeting
- Motion made by: Chris
 - Seconded by: Rich
 - Passed: 4-0
- 8:22pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on May 23, 2010 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes May 31, 2011

Attendance:

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

BOD Absent: Paul Comesky

Management Present: Wendy Parks

- 7:36pm Meeting called to order – Bob Brethen
- 7:36pm Motion to approve prior meeting minutes
- Motion made by: Chris
 - Seconded by: Rich
 - Passed: 4-0
- 7:37pm Financial Report – David McAlexander
- Nothing out of the ordinary worth noting, Balance Sheet is in good shape
 - Some legal fees from node have been paid
 - Low arrears
- 7:40pm Old Business
- Reserve study
 - Check has been sent to “Reserve Advisors”
 - Next step is the scheduling of an onsite meeting
 - Second Basketball hoop
 - Chris presented discussion from National Recreation and Playground Association re: court set up recommendations
 - BOD is concerned with having cross play on a court not designed to have players in such close proximity
 - Higher priority on having court cracks sealed and surface repainted
 - Wendy will gather quotes for this as well as backboard improvements
 - Sidewalk repairs
 - Chris reported that Huntersville has marked and will be repairing those issues most in need that border town roads
 - Communications node
 - Nothing has been signed yet – final draft of easement is being reviewed
 - Issue should be closed within a few weeks
- 7:54pm Committee Update
- Pool Coordinator – Vicki Roach
- Season is off to a very good start with no issues noted



Board Of Directors Meeting Minutes May 31, 2011

- Grill Doctor has serviced our 1 working grill and has it ready to go for use
- Second grill needed and minor pool furniture repairs still needed
- Chris reported that the expanded pool hours were generally well attended and have been a great asset to the beginning of the season
- We will host two Swim meets this season – June 8 and 16

Social Committee – Sandy Stansbury, Co-Chair

- June 11: Kids Party; July 3: July 4 Parade; July 23: Adult Party

8:09pm

New Business – Board of Directors

- Opening clubhouse for general use during pool hours
 - All BOD members expressed concerns over this issue (ex. expected damage, conflicts between multiple groups using facility at one time)
 - BOD decided that no change is necessary and noted that it can be used by any homeowner via the rental process
 - Bob solicited feedback from homeowner attendees and the several opinions voiced were in agreement with the BOD
- Parking lot
 - Gary Stansbury (an expert on this topic) worked with two companies to gather quotes of multiple levels of intensity on a re-do of the parking lot
 - One company, Ferebee Corporation, has submitted a quote, which included 4 options (Gary recommends “Alternate 2”)
 - Quotes ranged from ~\$12,000 to ~\$52,000 with Alternate 2 being ~\$38,000
 - Caution was noted that there may be a huge issue once any digging starts as evidenced by the problems encountered by CMUD when running a water line down Cathness Ave several years ago
 - David highlighted that the original reserve study had the replacement cost of this asset at \$20,000 and it has many years left on it’s life expectancy
- 8:28pm - Motion to approve purchase of second grill, not to exceed \$1,500 and to come out of general funds
 - Motion made by: David
 - Seconded by: Chris
 - Passed: 4-0



Board Of Directors Meeting Minutes
May 31, 2011

- 8:31pm Open Forum
- Discussion regarding dirt bike usage – homeowner referred to Wendy to send a violation letter as well as to HPD
- 8:33pm Motion to adjourn meeting
- Motion made by: Chris
 - Seconded by: Rich
 - Passed: 4-0
- 8:33pm Meeting Adjourned to Executive Session

The next BOD Meeting is scheduled for 7:00pm on June 27, 2011 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes June 27, 2011

Attendance:

BOD Present: Bob Brethen, Rich Willis, Chris Zangara, Jon Hayes

BOD Absent: David McAlexander

Management Present: None

- 7:49pm Meeting called to order – Bob Brethen
- 7:50pm Motion to approve prior meeting minutes
- Motion made by: Chris
 - Seconded by: Rich
 - Passed: 3-0
- 7:51pm Appointment of new BOD Member
Motion to appoint Jon Hayes to BOD
- Motion made by: Chris
 - Seconded by: Rich
 - Passed: 3-0
- 7:53pm Financial Report – Chris Zangara
- Nothing out of the ordinary worth noting
 - Summer expenses are coming in
 - Pool contract, landscape annuals and pine needles, etc.
 - Noted that two residents have a past-due balance of \$30. This should have been cleared off
- 7:56pm Old Business
- Reserve study
 - Retainer fee paid May 18
 - Onsite meeting schedule for July 6th at 9:00am
 - Goal is to have completed for 2012 budgeting process
 - Basketball Court Improvements
 - Received a quote for \$2,900 to seal cracks, re-surface entire court and paint court
 - Will table this pending reserve study since the court is fully functional
 - Speaker wire installation at pool
 - Electricians should finish tomorrow
 - Rich will research speakers and installation
 - Sidewalk repairs
 - On June 2 Huntersville stated that they would complete this job within 6 – 8 weeks (July 14 – 28) – work is pending on the town
 - Communications node



Board Of Directors Meeting Minutes

June 27, 2011

- Request has been made to town that, separate from any issue with the new location, the existing node be removed and our original light post be replaced
- Easement Agreement has been approved by us and our attorney – it currently is with American Tower’s attorney for approval

8:03pm

Pool Update – Vicki Roach

- 2 Umbrellas added for 2011 season need to be moved pending inspection
- Many furniture items need to be repaired (1/2 of our chaise’s and several chairs)
 - We are within the normal lifespan of the fabric, repaired units are sewn to a higher level than original so expectations would be that repaired unite would last longer than original
- Wire nuts in pump room failed are were replaced
 - Will discuss with Shan alternatives to prevent this problem
- pH Pools will be providing quote to replace decking grates
 - Our grates are non-standard and will involve more than a simple replacement
- Decking on street side of pool is cracking
 - pH Pools will provide quotes to seal as well as replace so we can have replacement cost in mind

8:33pm

New Business – Board of Directors

- None proposed

8:33pm

Open Forum

- Suggestion made to use chain net vs. nylon on basketball court to increase lifespan
- Discussion around dogs running, unattended, out of property boundaries and suggestion made to call HPD

8:44pm

Motion to adjourn meeting

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

8:44pm

Meeting Adjourned

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



Board Of Directors Meeting Minutes July 25, 2011

Attendance:

BOD Present: Bob Brethen, Rich Willis, Chris Zangara, Jon Hayes
BOD Absent: David McAlexander
Management Present: Wendy Parks

- 7:41pm Meeting called to order – Bob Brethen
- 7:41pm Motion to approve prior meeting minutes
- Motion made by: Chris
 - Seconded by: Jon
 - Passed: 4-0
- 7:42pm Financial Report – Wendy Parks
- CD has been renewed and increased to \$100,000
 - Expenses on track
 - Advanced Disposal will be new garbage company
 - Less expensive
 - Included recycling
 - Pick up day on Wednesday
- 7:50pm Old Business
- Reserve study has been completed, final report will be distributed within 1 week
 - Sidewalk repairs have been completed
 - Communications node
 - Final Easement Agreement was sent by American Tower with change
 - Our attorney will review and comment
- 7:59pm New Business – Board of Directors
- Discussion of snack vending machine at pool
 - Discussed tendency of vandalism
 - Will use second off-set umbrellas in main pool
 - Following meeting BOD will pick a spot and follow up with pH Pools about location and installation
 - Baby pool off-set umbrellas was moved and is compliant in its new location
 - Bob will replace Basketball net
 - Quick discussion around landscaping
 - Minor trimming needed
 - Path from clubhouse walkway to parking lot



Board Of Directors Meeting Minutes
July 25, 2011

- 8:08pm Open Forum
- Discussion of financial vision and pending reserve study
 - Discussion of need to create a formal “Wish List” for assets not currently present
- 8:19pm Motion to adjourn meeting
- Motion made by: Chris
 - Seconded by: Jon
 - Passed: 4-0
- 8:19pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on August 22, 2011 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes August 22, 2011

Attendance:

BOD Present: Bob Brethen, Rich Willis, Chris Zangara, Jon Hayes, David McAlexander

BOD Absent: None

Management Present: None

- 7:06pm Meeting called to order – Bob Brethen
- 7:06pm Motion to approve prior meeting minutes
- Motion made by: David
 - Seconded by: Rich
 - Passed: 5-0
- 7:07pm Financial Report – David McAlexander
- We are in very good shape with a strong cash position and normal/expected in and out flows
- 7:10pm Old Business
- Reserve Study
 - Reserve study has been completed and basically validates the direction the BOD was working on (\$35,000 annual funding level through 2015)
 - Lower prior funding level would have resulted in dues increase and a special assessment would have been likely
 - Quote from the study, “Every member of the association pays their fair share”
 - The BOD would like to note the disappointment with prior verbal attacks directed at the BOD
 - Thank you to the driving force behind our financial situation that has kept us very finically healthy, David McAlexander
 - 7:16pm: Motion made to fully adopt funding level recommendations detailed in the Reserve Advisors Precision 20/20 Full Reserve Study, submitted on July 25, 2011. This Document will be the financial guiding principal for the future direction of Stephens Grove HOA.
 - Motion Made by: Chris
 - Seconded by: Rich
 - Passed: 5-0
 - Communications node
 - Final Easement Agreement has been signed and this issue is almost closed!



Board Of Directors Meeting Minutes August 22, 2011

- \$10,000 Check for the purchase of an easement was received and deposited into general funds
 - The HOA is expected to net \$3,500 - \$4,000 after attorney fees
- Pole will be relocated soon
- Speakers at pool
 - Installed and sound great

- 7:25pm Committee Report
 - Pool Liaison – Vicki Roach
 - Best Lifeguard year ever!
 - BOD authorized end of year thank you gift cards to guards and wedding gift for Brooke
 - Adult Pool Party was a success
 - Pool furniture is back from repair and looks GREAT
 - Erin Billiard will get proposals for clubhouse renovation and report to BOD at September meeting

- 7:54pm New Business – Board of Directors
 - Discussion of solar shingles and panels
 - Need to keep this on “radar” as update to guidelines may be required

- 7:57pm Open Forum
 - None

- 7:57pm Motion to adjourn meeting
 - Motion made by: Chris
 - Seconded by: Jon
 - Passed: 5-0

- 7:57pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on September 26, 2011 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes September 26, 2011

Attendance:

BOD Present: Bob Brethen, Chris Zangara, Jon Hayes, David McAlexander
BOD Absent: Rich Willis
Management Present: Wendy Parks

- 7:00pm Meeting called to order – Board of Directors
- 7:00pm Approval of Prior Meeting Minutes – Board of Directors
- Motion made to approve August meeting minutes
 - Made by: Chris
 - Seconded by: David
 - Passed 4 - 0
- 7:01pm Financial Report – David McAlexander
- All monthly activities within normal expectations
 - Final 2011 Pool Contract payment was made
- 7:02pm Old Business – Board of Directors
- Communications note
 - Chris provided update from conversation with ATC today stating that power was scheduled to be cut by today and current pole should be removed and replaced with our old light post within the next few days, rainy weather permitting
- 7:04pm Committee Update – Committee Representatives
- Pool Liaison Report – Vicki Roach
 - This was a GREAT season! Very few complaints (including zero regarding non-resident use) received. Shan Rumfelt, pH Pool Management, will attend October meeting to discuss plans for off-season maintenance (including concrete repair and file sand replacement) and preparations for 2012 season.
- 7:11pm New Business – Board of Directors
- Fence Guideline Amendment
 - Chris read Fence Guideline Amendment highlights including addition of pictures of approved designs, explanation and calculation of 30% visibility requirement, clarification of setback requirement and additional restriction on corner lot fences, including requirement for BOD approval.
 - Motion made to adopt Design Guideline Addendum 2: Fences
 - Made by: Chris
 - Seconded by: David
 - Approved: 4 - 0



Board Of Directors Meeting Minutes September 26, 2011

- Christmas Lighting
 - Chris proposed hiring Starlight Design Group to professionally install Christmas lights at the main entrance. Proposal needed to be expanded to include trees in center of Cathness Ave and clubhouse. When revised proposal is received Chris will report back to BOD.
- Clubhouse Renovation
 - Erin Billiard discussed very detailed proposal to renovate the clubhouse and dramatically improve design. Many thanks to Erin for getting this proposal and BOD will discuss plans and any next steps.

7:56pm

Open Forum

- Erin Billiard reiterated concerns regarding fence on 6203 Tulip Poplar Lane. BOD is well aware of her concerns and had pursued nearly every option under its authority to rectify situation.
- Keith Crawford raised questions around process for suggestions of new expenditures and improvements. Discussion of second basketball hoop. Suggestion made to publish agenda prior to BOD meetings.

8:35pm

Meeting Adjourned

- Motion to adjourn meeting
 - Made by: Chris
 - Seconded by: Jon
 - Passed: 4 – 0

The next BOD Meeting is scheduled for 7:00pm on October 24, 2011 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes October 24, 2011

Attendance:

BOD Present: Bob Brethen, Chris Zangara, Jon Hayes, David McAlexander, Rich Willis (Rich departed approx. 7:30pm)

BOD Absent: None

Management Present: None

- 7:03pm Meeting called to order – Board of Directors
- 7:03pm Approval of Prior Meeting Minutes – Board of Directors
- Motion made to approve August meeting minutes
 - Made by: David
 - Seconded by: Jon
 - Passed 5 - 0
- 7:03pm Financial Report – David McAlexander
- All monthly activities within normal expectations
 - \$9,000 outstanding in dues (approx. 4% of overall budget)
 - 2 Current liens and 1 payment plan established
- 7:05pm Old Business – Board of Directors
- Communications node
 - Node on Perthshire has been removed
 - Light fixture was replaced
 - This issue is resolved!!
 - Clubhouse Renovation
 - With the exception of a few minor additions coming in the next few days, this project is complete
 - Reviews have been overwhelmingly positive and outcome is beautiful
 - All usable elements from the old clubhouse (furniture, tv, shutters, etc.) were donated to charities
 - The BOD would like to recognize Erin Billiard for doing the leg work to get the proposal and presenting it to the BOD
- 7:15pm Committee Update – Committee Representatives
- Pool Report – Shan Rumpf, pH Pool Management, and Vicki Roach
 - This was a GREAT season! Shan reports that the Stephens Grove pool is the preferred choice of assignment for his guards due to the positive environment our neighborhood and residents present. Stephens Grove is a model used by Shan for other communities on how to develop a good relationship with the residents, guards, Pool Committee, and BOD.



Board Of Directors Meeting Minutes October 24, 2011

- Shan submitted a proposed agreement for future seasons. This would be a 3-year extension and would hold our cost flat for the 3-year term.
- Maintenance issues, including deck crack repair, filter sand replacement, deck cleaning, and furniture were discussed
- Discussed the updated ADA and any implications it may have on our pool

7:39pm

New Business – Board of Directors

- Sport Court
 - Chris met with Michael Jaycocks, Director of Huntersville Parks and Recreation Department on site to get his expert opinion of adding a second hoop. Mr. Jaycocks did not recommend installing a second hoop due to close proximity and high risk for injury due to collisions between players. He did point out that the court dimensions are only 13' short of a small full court (as per the dimensions of Barnette Elementary School he provided). The BOD will explore the court expansion and get quotes for the work.
- Fence Application for 5832 Snapdragon Lane
 - As per the updated Fence Design Guidelines, the BOD reviewed a fence application due to it being on a corner lot. Jon and Chris visited the site and discussed the application with the owner roughly 6 weeks ago and recommend the application be approved as submitted. The BOD agreed and approved the application.
- Clubhouse Rental Procedure and Cost
 - Due to the increased investment in the Clubhouse the BOD is changing the deposit required for rental to \$350. The rent will remain unchanged (\$35) because we do not want to discourage the community from using the Clubhouse.
 - David will write guidelines around use of the Clubhouse for groups of residents (ex – movie night, football game)
- TV and Wi-Fi in Clubhouse
 - We will explore starting service with Time Warner in the Clubhouse for TV and Internet. Once that is established we will install a wireless router(s) for a Wi-Fi hotspot at the Clubhouse and Pool.
- Landscape Proposal
 - The BOD gathered a proposal for review. The BOD decided to give Landscape Solutions one more chance and will request increased communication with the BOD (such as periodic



Board Of Directors Meeting Minutes October 24, 2011

meeting attendance) and a higher level of priority to be giving to our community, especially the turf.

- Creation of Document to Track Ideas
 - Chris created and proposed “Stephens Grove 2022: Ideas for the Decade Ahead”
 - This document was adopted by the BOD and will be published with the community. It will serve as a “home” for ideas for new assets
 - Feedback from the residents in attendance was positive

8:30pm

Open Forum

- Discussion of social activities and use of the clubhouse
- Thanks from a resident to a BOD Member for “after hours” time to discuss the reserve study and some historical questions about the community

8:35pm

Meeting Adjourned

- Motion to adjourn meeting
 - Made by: Chris
 - Seconded by: David
 - Passed: 4 – 0

The next BOD Meeting is scheduled for 7:00pm on November 28, 2011 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes November 28, 2011

Attendance:

BOD Present: Bob Brethen, Chris Zangara, Jon Hayes, Rich Willis (Jon arrived approx. 7:20pm)

BOD Absent: David McAlexander

Management Present: Wendy Parks

- 7:10pm Meeting called to order – Board of Directors
- 7:10pm Approval of Prior Meeting Minutes – Board of Directors
- Motion made to approve prior meeting minutes
 - Made by: Chris; Seconded by: Rich; Passed 3 - 0
- 7:11pm Budget Ratification
- 2012 Budget ratified
- 7:11pm Financial Report – Board of Directors
- Nothing out of norm
- 7:14pm Old Business – Board of Directors
- Sport Court Conversion to Basketball Court
 - Chris reviewed quote received, which included expanding existing court by 13’, placing 2 hoops, resurfacing and painting new surface. Quote was for \$8,111. Second quote will be gathered and “bundling” with the Tennis Court resurface will be priced as well.
- 7:20pm New Business – Board of Directors
- Discussion of funding for new assets
 - Follow guideline of reserve study and “drop in” expenditure of new assets when we feel it is financially appropriate
- 7:28pm Open Forum
- Discussion of “Retained Earnings” line item and transferring some of those funds to reserves
 - Discussed missing street signs
 - Huntersville is 3 months behind in production but ours were recently made and will be installed this week
 - Each sign cost tax-payers about \$200 (Total of \$800 for the 2 intersections)
- 7:46pm Meeting Adjourned
- Motion to adjourn meeting
 - Made by: Chris; Seconded by: Rich; Passed: 4 – 0