



Annual Meeting Minutes January 26, 2015

Attendance:

BOD Present: Bob Brethen, Jeremy Hall, Jon Hayes, Shannon Waterman
BOD Absent: David McAlexander
Management Present: Angela Benkovich

7:06pm Meeting called to order – Bob Brethen

7:07pm Jon Hayes reviewed the minutes from the January 2014 Annual Meeting

7:11pm 2014 Year in Review

- Jon Hayes provided a recap of some key items the BOD worked on during 2014 – completed the Basket ball court, painting, installing two new hoops, worked with LandScape Solutions to remove the numerous dead plantings, replaced the stolen land scape lights on the Cathness entrance.

7:13pm Committee Reports

- Architectural Review – Jeremy Hall provided an update on the process and workload of committee. Clarified that the ARC is not responsible for CC&R/Guideline enforcement. Requested new ARC members, as current members will cycle off of committee.
- Pool – Bob Brethen commented that there were no major issues during the 2014 season. The lifeguards were well received and many will be returning in 2015.
- Swim Team – Bob Brethen highlighted that there were approximately 120 swimmers on the team and about 75% are residents of Stephens Grove (we share a team with Latta Springs). This team/program will continue in 2015 for our 5th year.

7:23pm Financial Report – Jeremy Hall

- Budget approved in November was a difficult budget due to effort to not raise dues despite rising costs. One of the main points was a delay in reserve funding increase. General maintenance costs were stable in 2014. Jeremy highlighted that the financial position of the HOA is very strong and secure. Only 2% – 3% of dues are in arrears, which is very low.

7:35pm Election of Board Members – Bob Brethen

- A quorum was not present; therefore the Straw Vote results are non-binding. Bob informed the membership that the three openings on the BOD will be filled by appointment at the next regular meeting of the BOD. The candidate nominates for election, David McAlexander, Jon Hayes and Shannon Waterman were introduced and a poll of the membership (as apposed to a vote) was taken.

7:45pm Open Forum



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- No tall flowers in front of the monuments
- Clearing out the dead landscaping
- A new volunteer for pool coordinator
- Examine the pool hours – request for early morning Saturday swimming for laps, open later in September
- Club House Coordinator enforce paying for Life Guard for Pool Parties (update rental agreement, pay PH Pools when renting)
- Lifeguards not paying attention, enforcing the no smoking (including e-cigarettes), glass in the pool area
- Adult swim concerns, children on the deck with their feet in the water
- Tennis Court reserved for lessons

8:47pm Meeting Adjourned



Board Of Directors Meeting Minutes February 23, 2015

Attendance:

BOD Present: Bob Brethen, Jeremy Hall, Jon Hayes, Shannon Waterman

BOD Absent: David McAlexander

Management Present: None

- 7:00pm Meeting called to order – Bob Brethen
Appointment of BOD Members and Officers
- Motion by Bob, seconded by Jeremy to Appoint David McAlexander, Jon Hayes and Shannon Waterman as Members of the Board of Directors
 - Motion made by: Jon; Seconded by Jeremy; Passed: 4-0
 - Appoint Bob Brethen as President
 - Appoint David McAlexander as Treasurer
 - Appoint Jon Hayes as Secretary
 - Appoint Jeremy Hall as Vice President
 - Appoint Shannon Waterman as Committee Liaison
- 7:10pm Girl Scout Troop 1252 presented idea for Lending Library
- BOD asked about size, of library, who would maintain it, location and style
 - Jon make a motion to approve the lending library contingent on size, location and style
- 7:15pm Landscape Solutions
- Discussed putting certain projects in the budget (prior year business)
 - New business – discussed removing dead plant material in the 1st entrance
 - Motion made by: Jon; Seconded by Jeremy; Passed: 4-0
 - Landscape Solutions will put together a plan for replacement of plants in these areas.
- 7:35pm Financial Report – Jeremy Hall
- No unexpected expenses, financials are in good shape
 - Not a lot of past due fees, given the time of the year
- 7:40pm Old Business
- David met with CPI on a new security system update; also shopping around with other companies
 - Pool Hours: will meet with PH Pools at the March Meeting regarding the 2015 Pool hours, will likely open a week or two later than last year
 - Bathroom floors will be done by PH Pools in March



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- 7:45pm New Business
- Tennis Court Request: Allison Yates put forth a request to have 2 hours a week of tennis lessons for kids in the neighborhood; theme is to keep it simple
 - Approximately 9 kids are interested, most are from the neighborhood
 - Bob make a recommendation that the BOD discusses in Executive Session
- 7:55pm Homeowner asked if we can add a street light at or near the stop sign at The first entrance; Bob will contact Energy United. Any lights that are burned out will be replaced for free.
- Homeowner asked if we can add an aerator to the pool to cool the water in the summer; BOD will ask PH pools at the next BOD meeting.
- 8:01pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on March 23, 2014 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes March 23, 2015

Attendance:

BOD Present: Bob Brethen, Jeremy Hall, Shannon Waterman

BOD Absent: Jon Hayes, David McAlexander

Management Present: Angela Benkovich

- 7:05pm Meeting called to order – Board of Directors
- 7:06pm Approval of Prior Meeting Minutes
- February Minutes unavailable
- 7:10pm Financial Report
- Finances look good, with no anomalies
 - Reviewed over due HOA January payments – further discussion held over for executive session
- 7:15pm Old Business – Board of Directors
- CPI installed the new security system on March 10th
 - Cameras located in Club House, Key pads in Club House and Life Guard Room
 - Lending Library – Girl Scout Troop 1252 / Abby Cortez
 - Final approval pending design and location review
 - Club House Rental Agreement to be updated
 - Shannon will work with Diane on the rental agreement to include policy / payment to PH Pools for Life Guard(s) when having a Pool Party
 - Additional gate (accordion gate)
 - Hawthorne Mgt to follow up – second quote due
 - Pool Deck / Bathroom Floors to be painted
 - PH Pools targeting the week of April 6th for work to be completed
- 7:30pm New Business – Board of Directors
- Pool – Shan from PH Pools
 - Based on attendance records from 2012-2014
 - Opening Day, Friday, May 15th @ 2:00pm
 - All Sunday's for 2015 will open @ 11:00am vs. 10:00am
 - Moving back to two life guards at pool closing hour
 - Swim Team
 - Practice to start Saturday, May 16th
 - Home Swim Meets - June 4th vs. Birkdale and June 25th vs. Wedgewood
- 7:45pm Committee Update
- Arch Committee looks to have 5 members – Jeremy to confirm
 - No other committee updates at this time



Board Of Directors Meeting Minutes March 23, 2015

- 7:50pm Open Forum – Board of Directors
- Jeremy will contact the Grill Doctor to clean up our 2 grills prior to the pool opening
 - Angela Benkovich will be leaving Hawthorne Mgt for a new opportunity and Cass Shapard has been assigned to SG – Cass has worked previously with SG
- 8:00pm Meeting adjourned – Board of Directors
- Motion made by: Jeremy; Seconded by: Shannon; Passed: 3-0

The next BOD Meeting is scheduled for 7:00pm on April, 27 2015 in the Stephens Grove Clubhouse



Board Of Directors Meeting Minutes June 22, 2015

Attendance:

BOD Present: Bob Brethen, Jeremy Hall, Jon Hayes, Shannon Waterman

BOD Absent: David McAlexander

Management Present: None

- 7:00pm Meeting called to order – Bob Brethen
- Motion to approve prior meeting minutes from February 2015
- Motion made by: Jeremy; Seconded by: Shannon; Passed: 4-0
- 7:05pm Financial Report – Jeremy Hall
- No unexpected expenses, financials are in good shape
 - One past due HOA fee that will be followed up on
- 7:10pm Old Business
- None
- 7:15pm New Business
- Nature Preserve – Bob invited the county rep (Chris Matthews) to come and brief the community but he was unable to attend; Chris will attend the next BOD meeting. A homeowner did speak to Chris and provided a brief update.
 - Tennis Courts Repair / Resurface – Bob reviewed recent quotes and will discuss with contractors on timing and firm up the price.
- 7:20pm Open forum
- A homeowner discussed the possibility of sidewalks from the neighborhood to Barry Park. He briefed the Board on his conversation with the town. The homeowner wanted the Board to reach out to the town to gauge interest in the project. The Board will post information to the community
 - The Board discussed recent activity on Next Door and other complaints:
 - Golf carts, bike racks, pool rules, RVs and trailers on the streets – letters and notifications will be going out as appropriate
- 7:35pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on July 27, 2015 in the Stephens Grove Clubhouse, pursuant to Chris Matthews's schedule.



Board Of Directors Meeting Minutes August 24, 2015

Attendance:

BOD Present: Bob Brethen, Jon Hayes, David McAlexander

BOD Absent: Shannon Waterman, Jeremy Hall

Management Present: None

7:00pm Meeting called to order – Bob Brethen

7:05pm Financial Report – David McAlexander

- Call to review the pool contract and related expenses and have Shan come to a future meeting
- No unexpected expenses, financials are in good shape
- Pre budget discussion - will need to include certain items (tennis court resurfacing – spring 2016, other potential items) in the 2016 budget

7:10pm Old Business

- Amended June 24, 2013 policy on no smoking in the club house and pool areas to include e-cigarettes to conform with Mecklenburg County no Smoking / Smokeless ordinance
- Discussed sidewalk proposal - the Town to connect the entrance of our neighborhood up Stephens Rd and down Beatties Ford to the sidewalk in front of Barry Park. This project is currently 6th on the sidewalk priority list for Huntersville
 - Decision to not officially communicate via Facebook which is consistent with historically practice/other items that have come up. Instead we will refer to the separate posts/survey on Nextdoor.

7:20pm New Business

- Move the September meeting from the 28th to the 29th
- Gift cards for the life guards

7:25pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on September 29, 2015 in the Stephens Grove Clubhouse



Board Of Directors Meeting Minutes September 29, 2015

Attendance:

BOD Present: Bob Brethen, Jon Hayes, Jeremy Hall, Shannon Waterman

BOD Absent: David McAlexander

Management Present: Cass Shepherd

- 7:00pm Meeting called to order – Bob Brethen
- 7:05pm Financial Report – Jeremy Hall
- No unexpected expenses, financials are in good shape
 - No significant delinquencies
 - Tennis court – to get firm estimates on replacement, guarantee on patching the cracks
- 7:15pm Landscape Solutions
- 2016 Contract will be the same price as 2015
 - Bands to be put around the River Oaks to prevent canker worms
 - Will provide an estimate on removing the Wax Myrtles near the parking lot and clubhouse.
 - CMUD has a water conservation program; if we do water saving upgrades to the sprinkler system we receive a reduced rate. Cost is about \$5,000 to make the system compliant. Cass to research our total cost for irrigation so the Board can assess the savings and make a decision.
- 7:45pm Old Business
- The summer was tough on lawns – Hawthorne Mgt will send a post card reminder about fall maintenance
 - PH Pools update – small pressure washer for the guards will help keep the deck clean; PH to try to clean the grout lines in the pool and some of the pool furniture; we may potentially have to think about replacing some of the furniture. Potentially need to repair / move the speakers around the pool area.
- 7:58pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on October 26, 2015 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes October 26, 2015

Attendance:

BOD Present: Bob Brethen, Jeremy Hall, Shannon Waterman

BOD Absent: Jon Hayes, David McAlexander

Management Present: None

- 7:05pm Meeting called to order – Bob Brethen
- 7:06pm Financial Report – Jeremy Hall
- Board reviewing high irrigation water bills – meeting set with Landscape Solutions to review the CMUD water conservation program on Nov 9th
 - Refresh of Pine Needles to be placed down before Thanksgiving
 - Discussion 2016 budget
 - Meeting set for November 9th for neighborhood ratification
 - Hawthorne Mgt to send out meeting notice
 - Highlights:
 - Dues increase of 10% - \$60.00 dollars annually, goal to provide a consistent level of funding, services and infrastructure through 2020 budget year.
 - Increased reserve funding to more closely follow the reserve funding study – increased water/sewer, electricity, landscaping, clubhouse expenses, social committee budget, pool (repairs, chemicals, supplies)
 - Motion to approve 2016 Budget
 - Motion made by: Jeremy, Seconded by: Shannon, passed 3-0
- 7:40pm Old Business - Bob
- Bob to follow up with PH Pools with cleaning the pool furniture, and Landscape Solutions to remove the dead Wax Myrtles by the pool
- 7:45pm New Business - All
- Request Hawthorne Mgt – vendor to clean out the gutters around the Club house, refresh of playground mulch
 - Potential date for the Annual January meeting on the 25th - 7:00pm at the Clubhouse
- 7:50pm Motion to adjourn the meeting
- Motion made by: Jeremy, Seconded by: Shannon, passed 3-0

The next BOD Meeting is scheduled for 8:00pm on November 09, 2015 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes November 9, 2015

Attendance:

BOD Present: Jon Hayes, Jeremy Hall, Shannon Waterman, David McAlexander

BOD Absent: Bob Brethen

Management Present: None

- 7:00pm Landscape solutions
- Presented the water conservation program; if water saving upgrades are made to the sprinkler system we receive a reduced rate
 - Board / Hawthorne to review the water bills to confirm the payback period
 - Board will weight different options and inform Landscape solutions of our decision
- 8:00pm Meeting called to order – Jeremy Hall
- 8:05pm Budget – Open Forum
- Home owner asked about 2016 budget and if there will be any special assessments or further due increases expected beyond this one in 2016; Board replied that none are expected.
- 8:15pm Landscape Solutions to treat Willow Oaks for cracker worms
- 8:20pm Meeting Adjourned

The next BOD Meeting is scheduled on Thursday January 28th 2016 at 7PM at the clubhouse.