



Board of Directors Minutes January 8, 2018

Attendance:

BOD Present: Bob Brethen, David McAlexander, Jeremy Hall, Shannon Waterman

BOD Absent: None

Management Present: None

7:00pm Executive Session meeting called to order

- Hearing – The resident did not attend

7:30pm Meeting called to order

- November Meeting Minutes – no business conducted – Budget Ratification

Financial Report

- 2018 Budget Review
 - CD's to be renewed
 - No other outstanding items to review

Old Business

- Any additional hearing dates
 - Not at this time
- Monument for Birchwalk entrance - quotes?
 - On Hold pending Play Ground findings
- Reviewed Parking Lot policy, towing policy – Shannon to follow up

New Business

- 7525 Blackgum Falls Ct. Architectural Request
 - Met with homeowners and fence proposal amended and approved
- Review Play Ground proposal
 - Jeremy reviewed the two quotes replacing the current playground and swing set - board approved Jeremy to follow up with one vendor to finalize cost. Will re-review at the next board meeting.

Committee Reports

- None

Open Forum

- None



Board of Directors Minutes
January 8, 2018

The next BOD Meeting is scheduled for 7:00pm on January 22, 2018 in the Stephens Grove Clubhouse – Annual Meeting



Annual Meeting Minutes January 22, 2018

Attendance:

BOD Present: Bob Brethen, Jeremy Hall, Shannon Waterman, David McAlexander

BOD Absent:

Management Present: Cass Shepherd

- 7:05pm Bob opened the meeting and covered introductions and the agenda
- 7:08pm Bob reviewed the January 2017 Annual meeting minutes
- 7:09pm 2017 Year in Review – Bob
- New Pool Chairs and Lounges
 - Partial Tennis Court Screens replaced
 - Monument Signs replaced
 - Roof repair and partial replacement (overhang)
 - New Land Scape company – Byrds Group
 - Various maintenance, pool, playscape
 - Started traffic study (25 mile per hour speed limit signs)
- 7:14pm Financial Review – David
- No issues with 2018 financials
 - Upcoming 2018 expense for new children’s play scape and swings
 - Reviewed savings with Smart Water system
 - Discussed the Reserve Study
- 7:20pm Committee Report - All
- Board members briefly reviewed committees currently in place (Architectural Review, WEB Site, Pool, Social, Swim Team)
- 7:30pm Election for the 3 open spots on the BOD
- One for a 1-year term, two for a 2-year term
 - The ballot was reviewed and those running were introduced
 - Due to no quorum, no official election could take place
 - The board members whose terms are set to expire will resign creating vacant seats on the board
 - The majority of the remaining board members have the authority to appoint new members to the vacant seats for the same term as if they were elected
 - A straw vote was taken and results turned over to the remaining board members
- 7:40pm Open forum



Annual Meeting Minutes January 22, 2018

- Huntersville Police Officer (Dunker) fielded questions regarding any issues or concerns with the neighborhood.
- Additional talking points were discussed: speeding in the neighborhood, volunteer opportunities, social media within the neighborhood.

7:50pm Bob moves to adjourn the meeting

The next BOD Meeting is scheduled on Monday February 26th 2018 at 7PM at the clubhouse.



Board of Directors Minutes February 26, 2018

Attendance:

BOD Present: Jeremy Hall, Shannon Waterman, Bob Brethen, Kathryn Plunkett

BOD Absent: David McAlexander

Management Present: None

- 7:05pm Meeting called to order – Jeremy Hall
- 7:06pm January 2018 - Annual Meeting Minutes approved via e-mail
- 7:07pm Appointment of BOD Members and Officers
- Bob - President
 - Shannon - Vice President
 - Dave - Treasurer
 - Kathryn - Secretary
 - Jeremy - Committee Liaison
- 7:14pm Financial Report - Jeremy
- CD's renewed
 - Reviewed outstanding delinquencies
 - Sod Replacement – upcoming expense
- 7:23pm Old Business - All
- Parking Lot and Towing Company signs – Shannon to follow up
- 7:25pm New Business - All
- Trash Cans with lids for playground area – Bob to follow up
 - Reviewed Swim team schedule, look to open pool on Friday, May 11th.
 - Bob to review with Trident pools, pool schedule
 - Swim meets at SG – June 5th, June 21st
 - Pine tree (Christmas tree) for planting by clubhouse – Shannon to follow up
 - Playground discussion – Jeremy to review with vendor for more examples.
- 7:50pm Committee Reports – None
- 7:51pm Open forum – No Items
- 8:10pm Motion to adjourn meeting – Jeremy, Bob second, pass 4-0

The next BOD Meeting is scheduled for 7:00pm on March 26, 2018 in the Stephens Grove Clubhouse.



Board of Directors Meeting Minutes March 26, 2018

Attendance:

BOD Present: Shannon Waterman, Bob Brethen, and Kathryn Plunkett

BOD Absent: David McAlexander and Jeremy Hall

Management Present:

7:00pm Meeting called to order

7:15pm Executive Session – hearing

- Hearings were cancelled

7:30pm Financial Report – No update

- Sod Replacement – upcoming expense
- Irrigation expense?
 - The irrigation system is not working. They believe the issue is with the electronic motherboard.
 - Need to discuss cost of repairs before sod can go down.

Old Business

- Parking Lot sign – towing company sign – Shannon ordered the sign from the 310 Sign Company. The sign will be placed on the left side of the parking lot.
- Trash Cans with lids for playground area – Bob to follow up – No update
- Pine tree (Christmas tree) for planting by clubhouse – Shannon to follow up – No update
- Playground discussion – Jeremy to review with vendor for more examples. Jeremy will follow-up with an email since he was not at the meeting.

7:45 PM New Business

- Trident Pool – Shan (7:45pm)
 - Pool opens on May 11, 2018 at 2:00 PM
 - Pool will close for the season 1 week after Labor Day, September 9, 2018.
 - Need to insure we have guards at all of the swim meets.
 - Trident would like seven (7) notice for scheduling life guards for private parties.



Board of Directors Meeting Minutes March 26, 2018

- Reach out to the Latta Plantation swim club to confirm that the end of season party for swim team is truly confirmed this year. They canceled on the swim team last season.
- Trident will be fixing the showers
- Discussed the water fountain since it was a bad winter. Trident said there is no way to “winterize” the water fountain.
- Bonding for electric was done last year so no need to do it this year.
- Plan to redo the pool deck next year (spring). Estimate is about \$7 - \$8K ...maybe more if they need to sandblast first.
- Ladders in the pool – some of the steps are broken. Trident to replace broken steps. Also requested Trident to double check the quality of all of the ladders.
- Discussed the possibility of filling in the baby pool and replacing it with a splash pad in the future. Top line estimate was \$150k - \$250K.

Committee Reports

8:00 PM

Open Forum.

- Discussed the upcoming Easter egg hunt for the children
- Discussed the alcohol rules for the club house. When sponsoring a Stephen’s Grove event, can hard alcohol be served?
- Discussed the possibility of offering a few more adult social gatherings: Trivia nights with a food truck, adult moving night at the pool, etc.

8:15 PM

Meeting Adjourned

- Motion to adjourn meeting – Bob, Second Kathryn– pass 3-0

The next BOD Meeting is scheduled for 7:00pm on April 23, 2018 in the Stephens Grove Clubhouse.



Board of Directors Meeting Minutes June 4, 2018

Attendance:

BOD Present: Shannon Waterman, Bob Brethen, and Kathryn Plunkett,

BOD Absent: David McAlexander and Jeremy Hall

Management Present: None

7:00pm Meeting called to order

7:15pm Executive Session – hearing

- None

7:30pm Financial Report

- None

Old Business

- Trash Cans with lids for playground area – Shannon now to follow-up
- Pine tree (Christmas tree) for planting by clubhouse – no update
- Playground – On schedule for July

7:45pm New Business

- Reviewed list of upcoming hearings
- Discussed vendor signs
- Discussed pool maintenance
- Discussed moving the meeting to the last Thursday of the month versus Monday to accommodate schedules

- Committee Reports - None

8:00pm Open Forum. - None

8:15pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on June 28, 2018 in the Stephens Grove Clubhouse.



Board of Directors Agenda June 28, 2018

Attendance:

BOD Present: Shannon Waterman, Bob Brethen, and Kathryn Plunkett, and David McAlexander

BOD Absent: Jeremy Hall

Management Present: Cass Shepard

6:55pm Meeting called to order

7:00pm Executive Session

7:30pm Financial Report

Old Business

- Trash Cans with lids for playground area – in process
- Pine tree (Christmas tree) for planting by clubhouse – no update
- Playground – On schedule for 3rd week in July. Need a communication to go out to residents informing them of the closing.

7:45 PM New Business

- Pool suppliers (hose, squeegee) – these supplies come out of the funds paid to Trident.
- Police at swim meets – agreed to hire 2 for all future home meets
- Website emails:
 - Swimming – (trespassing) – removed old signs from pool and will order new ones to make it clear that it is against rules to enter pool when gates are locked and pool is closed.
 - Solicitations – discussed and made clear that it is not against the law to solicit in our neighborhood since we are not a gated community.
 - Parking Request
- All emails that come in from the Stephen's Grove website are answered by Bob.
- Issues with sending emails from website server – Bob and Shannon are looking into changing service if not resolved.
- Pest control – Bob will meet them at the club house in the future.
- Lifeguard performance – the BOD is planning a face to face meeting with Trident in the next few weeks. While we wait for a meeting, Shannon is creating new task list and responsibilities to post in the guard office.
- Committee Reports - None



Board of Directors Agenda
June 28, 2018

8:00 PM Open Forum -None
8:15 PM Meeting Adjourned

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



Board of Directors Minutes August 23, 2018

Attendance:

BOD Present: Shannon Waterman, Bob Brethen, Kathryn Plunkett, and David McAlexander

BOD Absent: Jeremy Hall

Management Present: None

7:00pm Meeting called to order

7::15pm Financial Report

7:30 Old Business

- Trash Cans with lids for playground area – Shannon now to follow-up
- Pine tree (Christmas tree) for planting by clubhouse – no update
- Playground – Complete
- Website emails update – proposal to be presented next meeting

7:45 PM New Business

- Landscape Update – mulch for walkway defer until next year
- 12 new stop signs are ready to be installed
- Committee Reports - None

8:00 PM Open Forum

8:15 PM Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on September 27, 2018 in the Stephens Grove Clubhouse.



Board of Directors Minutes September 27, 2018

Attendance:

BOD Present: Shannon Waterman, Kathryn Plunkett, and David McAlexander

BOD Absent: Bob Brethen and Jeremy Hall

Management Present: Cass Shapard

6:55pm Meeting called to order

7:00pm Executive Session – hearings

7:30pm Financial Report

7:50 Old Business

- Pine tree (Christmas tree) for planting by clubhouse – No update
- Website emails update – ADCO proposal presented – motion to approve website – approved.
- 12 new stop signs are ready to be installed – Cass is emailing Han to install. Bob has the new stop signs.

8:00 PM New Business

- Children driving golf carts – Cass sending letter
 - Reviewed new landscape contact
 - Discussed vaping incident a pool – will update rules to include rules about vaping and non-smokeless products. Will send letter out to all residence prior to pool opening in the summer announcing new rules.
- Committee Reports - None

8:15 PM Open Forum - None

8:30 PM Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on October 25, 2018 in the Stephens Grove Clubhouse.



Board of Directors Minutes November 8, 2018

Attendance:

BOD Present: Kathryn Plunkett, David McAlexander, Bob Brethen and Jeremy Hall

BOD Absent: Shannon Waterman

Management Absent: Cass Shapard

7:00pm Meeting call to order

7:05pm Executive Session

8:00pm Financial Report and Budgeting Review – Final budget review scheduled for November 29, 2018.

8:30 Old Business

- Pine tree (Christmas tree) for planting by clubhouse – Will occur in December 2018
- Website emails update – ADCO – Launch in January
- 12 new stop signs are ready to be installed – Cass is emailing Hank to install. Bob has the new stop signs – Complete
- Reviewed landscape contract

8:40 PM New Business

- Review pool contract – will vote on November 29th
- Tennis court screen replacement – Getting quotes

Committee Reports - None

8:50 PM Open Forum - None

9:00 PM Meeting Adjourn

The next BOD Meeting is scheduled for 7:00pm on November 29, 2018 in the Stephens Grove Clubhouse.