



Board Of Directors Minutes February 28, 2022

Attendance:

BOD Present: Bob Brethen, Amy Patz, Shannon Waterman, Jason Ehrlich

BOD Absent:

Hawthorne Management Present: Cass Shapard (teleconference)

7:10pm Meeting called to order

7:10pm **Financials**

- actual cash reserves \$258,171 (-operating 50k) \$208,171
- 2019 Reserve Study recommends \$229,421 at this point of calendar year
- Delinquency list = \$20,362 in outstanding dues
- no big expenses coming up

7:18pm **New Business**

- 2 slots open on the board with elections next month
- Pool landscaping- patch up bare areas. Text landscaper and get ideas: improved air flow, privacy
- Permanent House Lights: Reviewed design guidelines. 'Seasonal' lights are permitted 2 weeks prior and 2 weeks after the holiday. Lighting needs approval from ARC for the remainder of the year
- Swim Team: Heather Sherer-Berkoff. Pool opens Sat May 14. Start Tues June 7, add one Saturday meet (June 18). Agreed that SG would host the Sat meet on June 18 with pool delayed opening until 1pm. and one Tues night meet. June 7, June 14, Sat 18, June 21, June 28. Possible party June 30
- Trident requested to host a job fair here (03/28) to recruit lifeguards. Any neighborhood students would need to lifeguard in a different neighborhood.

8:00 pm Meeting Adjourned

The next BOD Meeting is the Annual Meeting scheduled for 7:00pm on March 28th, 2022 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes April 25, 2022

Attendance:

BOD Present: Bob Brethen, Jason Ehrlich, Shannon Waterman, Steve Keane, Cory Neal

BOD Absent: Amy Patz

Hawthorne Management Present:

7:30pm Meeting called to order
Welcome to New BOD Members: Cory Neal and Steve Keane

7:32pm BOD roles accepted:
Shannon Waterman – President
Steve Keane – Vice President
Jason Ehrlich – Treasurer
Amy Patz – Secretary
Cory Neal – Liaison

7:35pm Old Business-

Landscaping

Trees around the Pool: concern because they are attracting bees. Shannon to f/u with Byrd's group about a quote to have them removed and recommendations for replacement landscaping. Also need to cut back the trees off the roof of the CH. Discussed flowers to plant at the monuments, mulch to be placed in walkway by tennis court and playground. Also need to f/u on quotes for drainage near the tennis courts/playground

Swim Team Update

Waiting to hear from trident about lifeguards for swim team practice

Permanent Lighting

Will change bylaw verbage to accommodate permanent home lighting. Seasonal decorations are permitted two weeks prior to the event through two weeks after the event. This does NOT include lighting. Permanent lighting falls into the same category as Holiday Decorative Lights. These are preapproved from Thanksgiving through January 15. Lights can be on the day of the holiday for one day only (ie Valentine's Day, July 4). Cass to send out letters.

Pickleball

Will get a quote to have additional lines painted on court

Investors/Real Estate

Jason will follow up with Cass about how to stop companies from coming into the community to buy homes



Board Of Directors Meeting Minutes
April 25, 2022

7:40pm New Business

Cory to get quote for fixing the hole in the tennis court fence and anchor down fence on right side. Can ask about pickleball and bball court too

Shannon to call for CPI quote to install/add two more cameras

-Email Cass about mesh on the vents on roof

-Will f/u with pole lights to get lights replaced on pole at the end of the pool.

Should be under warranty

Jason- will bring traps for squirrels on roof of CH

-Will also call locksmith to get 3 locks duplicated on side closet, guard shack and pump room

-Email Cass about changing dates and extending HOA due to 30 days

8:00 pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on May 23rd, 2022 in the Stephens Grove Clubhouse.



Board Of Directors Agenda May 23, 2022

Attendance: Homeowner- Pam Smith

BOD Present: Amy Patz, Shannon Waterman, Jason Ehrlich, Cory Neal

BOD Absent: Steve Keane

Hawthorne Management Present:

7:06pm Meeting called to order

7:06pm Approval of the previous month's meeting minutes.

7:06pm Old Business -

Cameras: A few incidents have happened around the pool.

Consider adding Arlo Cameras \$180ea on pool area vs changing timing of pool lighting to improve visibility of current CPI cameras or motion sensor. Discussed consequence of breaking into pool after hours– trespassing on private property. What would be the result? Do we need a policy? If trespassing, have Hawthorne send letter to the involved family. If damage is done, then family pays for damages.

Landscaping- “Bee trees” near pool have been cut down. Flowers have been added by the monument. Cleaned up flower beds, new pine needles down around the walkway and playground area. Perimeter hedges- clean out dead and replace with something that the landscapers recommend, potentially something with some color.

Permanent Lighting- Bylaws adapted to include these lights. Will send letters to involved families.

Suggestion to have Welcome Packet sent to new homeowners that would include the bylaws.

Pool/Swim Team Update- NO lifeguards to open Memorial Day Weekend. Plan to open Sat/Sun 12-6pm. Unsure about Memorial Day proper. Vote to allow swim team to practice at pool during the week- they have certified lifeguard of their own. Practices 1030-1230 28th and 29th.

7:33pm New Business –

Pool Access: Discussed possibly adding key fobs–Need to discuss more specific info/costs–info coming for BOD to review.

306 homes. (Jason) working on getting quote. max \$10k

Investment Rules- (Jason) Check with attorney to see what vote we need to change rules. Other local community rental rules: Have to live in house 12 months before owner can flip to rental. Each lease needs to be signed and submitted to HOA with a fee. Can be grandfathered into these rules. Limit on # of rentals per neighborhood (percentage).



Board Of Directors Agenda
May 23, 2022

Basketball Court/Tennis Courts: (Cory)– Asked David B for a quote- but haven't heard anything back. Called second company for quote- pickleball lines on tennis court, repair to bball court and resurfacing of bball court. Asked about adding trashcan with tray on tennis court– approved to go ahead and purchase that.

7:45pm **Girl Scout Proposal:**
 (Price family) for Girl Scout Silver Star award. Asking for \$500 for games and storage box. Scouts will monitor the box, instructions on how to share it. Want to place the box within vision of the camera. Also considering requesting some donations through Nextdoor or Amazon wishlist. BOD to vote.

8:00 pm **Homeowner Questions: discussions about parking on the street, impervious areas**

8:20pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on June 29th, 2021 in the Stephens Grove Clubhouse.



Board Of Directors Agenda June 29, 2022

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Attendance:

BOD Present: Shannon Waterman, Jason Ehrlich, Cory Neal, Steve Neal

BOD Absent: Amy Patz

Hawthorne Management Present:

7:00 pm Meeting called to order

7:00pm Approval of the previous month's meeting minutes via email

7:05pm Old Business -

CPI Cameras: Board approved two additional cameras for pool, increasing monthly payment by \$20

Pool Access Fobs- \$5,100 quote. Revisit in February

Investment Rules- Cass will draft up document to disperse throughout the neighborhood. We will need a 1/3 vote to approve, attorney must represent

Tennis Court/Basketball Court- Bball court is not under warranty. Contacted Carolina Courtworks for a second quote due to Sport Court not returning calls/emails

7:33pm New Business –

Hawthorne New System: Cass will meet with us in July to give us an overview of the system. Residents can continue to mail in checks to pay their dues

Doorbell Ditching- this is not a board/HOA issue

Radio/Speakers: Resident asked whether we could upgrade pool speakers? Board voted to pass

Pool TV: Board voted against moving clubhouse tv outside

Lifeguard rotations: Guards will follow a 15-minute rotation

8:00pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on July 25th, 2022 in the Stephens Grove Clubhouse.



Board Of Directors Minutes September 26, 2022

Attendance:

BOD Present: Amy Patz, Shannon Waterman, Steve Keane, Jason Ehrlich

BOD Absent: Cory Neal

Hawthorne Management Present: Susan Wagner

Homeowners: Bob Brethen

- 7:11pm Meeting called to order
- 7:11pm Approval of the previous month's meeting minutes: e approved and posted
- 7:11pm **Finance Report:**
2 CD's: Susan to look these
\$17k in delinquent fees.
Trident paid up, Social Committee paid up
Interest rates up, CD rates up
- 7:24pm Old Business -
Cameras: Plan to have CPI add 2 new cameras
Pool Access Fobs- have quote will revisit
Investment Proposal
Basketball/Tennis court resurfacing (Pickleball)
- 7:30pm New Business –
New software (all members active)
Energy United (Susan): New Pole by playground light quote/vote?
AT&T switch from previous vendor (TV, internet, Phone)
CPI Cameras (cost and install date) Date TBD- cost \$855
Arlo Cameras (light or no light) Voted to leave light off
Pool Closing (furniture, etc) Baby pool has a leak-Shannon
following up with Trident. General consensus that neighborhood liked having pool open
into September
Landscaping Front Entrance update- will freshen up, remove
bushes
Vote drain project Byrds group: quote to repair drainage near
bridge @ courts \$3500. Will table for later
Baseboard CH fix - Jason to try and fix
Agreement to ACT on behalf HOA - completed at police station



Board Of Directors Minutes September 26, 2022

Request for police patrol: underage drinking, littering, smoking weed, fighting. HPD officers attended for advice/support. Request Zone check from HPD via website (zone 13) for random drive-by checks of parking lot/playground/bball court. 2nd option to pay off duty officer to sit/monitor parking lot. Encourage residents to call police 9-1-1, “non-emergency” to log a concern. This will help police track incidents

Incidents the past two weekends

Email, post ND and FB (police to act)

Golf Cart driven on Courts/common area: set formal rules about wheels on common areas? Signage considered

Curfew 10pm- no curfew at this time

Monument removal (Glengarrie)- homeowners willing to pay for removal. Question about the small amount of land since the HOA owns it- would we need to transfer to homeowners? Will check with attorney

8:15pm Open Forum

8:15pm Committee Reports (Oktoberfest this weekend, Oct 1)

8:00pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on Oct 24th, 2022 in the Stephens Grove Clubhouse.



Board Of Directors Meeting Minutes October 24, 2022

Attendance: Byrd's Group (James/Preston) No residents

BOD Present: Amy Patz, Shannon Waterman, Steve Keane, Jason Ehrlich, Cory Neal

BOD Absent: N/A

Hawthorne Management Present: N/A

7:00pm Meeting called to order

7:00pm Approval of the previous month's meeting minutes.

7:05pm Finance Report

7:05pm Old Business –

- New software (all members active)
- Energy United (Susan) New Pole light quote (PENDING)
- AT&T switch from previous vendor (TV, internet, Phone) (PENDING)
- Water Fountain removal (Jason)
- Baseboard CH fix (Jason)
- Agreement to ACT on behalf HOA
- Request for police patrol
- Monument removal (Glengarrie)
- Agreement with HPD to act on behalf of HOA/BOD

7:15pm New Business –

CPI Camera location (debating location/cost)
Arlo \$100+, charge once a week or solar light charger (Jason to get quote)

Energy United ~ Install new light post quote (Hawthorne)
Courts (Hawthorne/Cory)

Byrd's Group ~ James present, new manager Preston present, reviewed contract, reviewed past/present projects. Byrd's agreed to do all the above as promised by previous manager.

Landscape Lighting (Bryd's will test and let us know cost to repair)

Rainbird (irrigation can be managed monthly cost or continue to budget for irrigation repairs yearly).



Board Of Directors Meeting Minutes October 24, 2022

Byrd's will quote to cut back large trees lining the sidewalk and parking lot.

Pest Control (Follow up with Susan on our contract and vendor, confirm we have Broadcast treatment warranty).

Flags (design guidelines 2:17.1)

Event with Car (HPD)

Parking on street issues

7:45pm Open Forum

7:55pm Committee Reports

8:00pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on November 28th, 2022 in the Stephens Grove Clubhouse.



Board of Directors Minutes November 28, 2022

Attendance:

BOD Present: Shannon Waterman, Jason, Ehrlich, Steve Keane, Cory Neal, Amy Patz

BOD Absent: none

Hawthorne Management Present: Amy Harris

Homeowners: Steve Berkoff

7:05pm Call to Order.

7:05pm Approval of the previous month's meeting minutes: e approved and posted

7:00pm **Finance Report:**

- Review Budget Proposal for 2023: 5% incr in landscaping 5% incr in pool, 5% incr in sewage, 10% in insurance expenses
- Recommend 5% increase (\$18) in HOA dues to \$375 semi-annually. Board voted and approved. Letter out to residents to explain. Hawthorne to send template to BOD and prepare.
- Proposal to move \$175k of reserves to CD's: short terms (6mo vs 1yr), rates good 4-5%. Board voted and approved.
- Propose to change billing schedule to allow incr timeline for residents to pay dues- due a full 30 days after bills received.

7:24pm **Old Business -**

- Lighting:
 - Pool light not yet fixed- Spoke with Pat at Hawthorne, waiting on a part? should be under warranty w new LED bulbs. ?if labor not under warranty. Amy w Hawthorne to check
 - Quote to add light@ with outlet to lower parking lot. Need Hawthorne to contact Energy United for quote
- Quotes for courts: resurfacing and fixing lines/cracks on bball court and pickleball lines. Repair on court not under warranty. Dave Barbee from Carolina Sport Court not responding. Hawthorne to follow up or look into other vendors
- Quotes to trim trees in parking lot and by road- BOD members to coordinate parking lot trimming. 8 trees on Stephens Grove Lane - get a quote from Byrds
- Pool Access Fobs: would allow more control over pool access, possibly remove need for lifeguard. Insurance for SG through Trident- are we limited to having a lifeguard? Question who would maintain the pool chemicals and facilities?
- Handyman list:
 - Fix CH baseboards



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- Paint CH door
- Remove water fountain
- Spackle/paint hole CH wall
- Landscape light quote from Byrds- BOD will replace bulbs until Byrds can get here
- Landscaping
- Water Leak repair by court- Byrds checking on quote
- Discussed Hawthorne to be more specific in letters sent to residents and to add contact information.
- Arlo Cameras ordered- 2 ordered, cancel CPI order

8:00pm **New Business –**

- Quote for permanent sail shade for baby pool- work on sun shade quote

8:05pm Open Forum

8:05pm Committee Reports

- Holiday Event Dec 1

8:05pm Meeting Adjourned

The next BOD Meeting is scheduled for 7:00pm on January 23, 2023 in the Stephens Grove Clubhouse.