

Charleston Village Home Owners Association, Inc.
Board Meeting Held on September 22, 2014
At Charleston Village Clubhouse

Meeting Attendees:

Board Members:

Bob Nagel
Hugh Cameron
Tom Fielding
Tim O'Hara
Angela Haag

RS Fincher Representatives:

Sheri Fincher

Also in Attendance:

Joseph Pinkus
Carol Mitchell
Roseann Bischof
Tom Henke
Harold Reed
Peggy Reed
Bob Cochis
Bernice Sonstroem
David Senko
Sandra McQueen
Julie LaVelle
Tim Ruff
Bob Savio
Robin Savio

A quorum was present and the meeting was called to order at approximately 6:30 pm by board president Bob Nagel.

Open Session:

The open session of the meeting began with Bob explaining that the open forum was usually kept to 30 minutes if possible. However, it was noted that if someone is not on the agenda to speak, the open forum is the time to do that.

There were then introductions of all present at the meeting. Attendees were asked if anyone wanted to speak.

Carol Mitchell started the conversation with the following points and questions:

Charleston Village Home Owners Association, Inc.
Board Meeting Held on September 22, 2014
At Charleston Village Clubhouse

Questions about a privacy fence and expansion of the deck: It was explained by the board that the architectural review forms are on the CV website, and the projects can be submitted and approved. The approximate timing was discussed, and it was explained that the board is currently acting as ARC, so it is usually pretty quick (no waiting for a committee to meet.).

Property backs up to Holt Rd, and who is responsible for the maintenance of the property behind? It was stated that it was on the agenda for the board to discuss at this meeting. Part of the land is bordering a state road. Bob Savio added that he had called the state and they said that we need to specify what we want done so that they know what type of equipment to bring out.

Next, Bob Cochis spoke. He showed a letter to the board concerning re-zoning behind Keokuk off of Old Jenks. He informed the group that there was a re-zoning meeting scheduled for Oct 1st. **Bob Nagel said he would call to try to figure out what is going on, as it is unclear what the zoning is for.**

Joe Pinkus spoke next about concerns of flooding caused by overflow from Sutton Place after rains. This is causing erosion on properties. He asked if there was any way the board can help resolve this. He has photos of the damage caused after heavy rains. Bob Savio suggested calling the Apex planning committee to see if they approved Sutton Place. It was also brought up that there is often sewer odor near creeks and ponds after heavy rains. Bob Nagel suggested that inquiries be made to the Town of Apex engineers to start, and see what their reaction is.

Mr. Pinkus had a follow up question about maintenance letter received concerning the removal of AC units. He asked where specifically it says that they are prohibited, as the letter did not state, and asked whose decision is it. Bob Nagel explained that there have been complaints, but **the board will have to review the guidelines and get back on this point.** Sheri suggested that Mr. Pinkus work with Jeff Rowels.

Bob Savio raised some questions next:

How much money do we have for things and what is the list of priorities? What is the process for prioritizing?

Where was the playground project listed?

Homeowners should be able to see what is being planned and how priorities may shift. How do homeowners know what is being planned?

Can the projects be listed on the website?

When are general residents able to discuss the projects?

Bob Nagel responded to Mr. Savio's questions and gave a list of current projects:

Clubhouse renovation

Charleston Village Home Owners Association, Inc.
Board Meeting Held on September 22, 2014
At Charleston Village Clubhouse

Gazebo

Pond run-off (Castleburg)

Safety is always given top priority. **The board needs to see how they can communicate project information on a high level (summary), and the best place to put the information.**

Bernice Sonstroem mentioned the Welcome Committee and asked if there was a way that a list of new residents could be sent to her. **Jeff should send a list.**

There was then some discussion on rental properties in the community. It was asked how covenants are conveyed to them. It was explained that the board did meet and discuss this. There is a Q&A from the August meeting posted on the CV website. If there are concerns with property maintenance, it should be conveyed to Jeff, and he will inspect and send letters if appropriate.

Ms. Mitchell asked if there was a community bulletin board. It was answered that there is one in front of the clubhouse by the pool. There is also the CV forum on the website.

The open session ended at 7:15 pm.

Executive Session:

This portion of the meeting was called to order with quorum by Bob at approximately 7:20.

The minutes from the previous meeting (8/18/14) were approved by the board.

ARC:

There were no outstanding ARC issues.

Committee Updates/Reports:

Communications

- The directory is on schedule and awaiting the return of forms from residents.
- Hugh asked if copies of the guidelines could be distributed by the Welcome Committee. Sheri responded that it is a large cost for printing. Letters are sent to new homeowners explaining the community, and there will be articles in the newsletter referencing the website and where to find information.

Grounds

Charleston Village Home Owners Association, Inc.

Board Meeting Held on September 22, 2014

At Charleston Village Clubhouse

- There were 2 bids for the erosion work near Cumberland and Castleburg, which the board reviewed and voted on. The bid is awarded to Second Nature Landscape and Excavation.

Pool

- The pool was closed Sunday Sept 21. **Tim is to provide quotes for new tables to be placed under the overhang area, and 2 new umbrellas/stands for the tables that will be relocated.** Tim also gave an update that the mechanical equipment and furniture are in good shape.

Clubhouse

- One bid was received and waiting on 2 more. One of the contractors has not responded at all.

Bob and Sheri are to provide samples (carpet, etc.) to the board.

Play Area/Gazebo

- The play structure invoice was reviewed and approved for payment.
- The board approved a new ramp for the playground to correct access issues from old design.

Social

- A list of activities proposed by the Social Committee was reviewed. The cost of 2 events planned for this year was discussed, and it was decided by the board that the 2015 events proposed should be reviewed later. **Sheri is to contact Robin for 2015 schedule.** The money for the 2 remaining 2014 events (Fall Festival and Coffee Time in Nov) was approved by the board.

- Although the board approved the funds for the Fall Festival, there were concerns that there were not enough bounce houses for the kids, and perhaps too much food. It was suggested that perhaps hamburgers and hot dogs would be more appealing to kids. Sheri suggested that Jodi Katz be consulted by Robin. **Sheri will contact Robin to ask her to contact Jodi, and will also review invoices from previous festivals to see what was spent.**

President's Report:

No update beyond what has been discussed.

Treasurer's Report:

Clarified if the pool contract is on a 12 month payment schedule. Yes.

Tom asked why the legal fees are over budget. Sheri explained that collections (fines) will go back into the budget once collected.

Charleston Village Home Owners Association, Inc.
Board Meeting Held on September 22, 2014
At Charleston Village Clubhouse

Manager's Report:

Finance

- Finance reports are sent monthly to the board via email. 12 homeowners are past due.
- Four CDs are renewing on the same date. The board approved renewing all for 12 months.

ARC/Violations

- Numerous violations letters were sent. Five fines hearings being conducted.
- The issue of AC units from the open session was raised again. **Sheri will check with Jeff where in a document this rule can be enforced. An answer can be posted on the website when know (Angela).**

Pool/Clubhouse/Playground Area

- The pool phone outage report from Southwestern was provided to the board. Two of the 3 incidents with the phone were the AT&T lines. The other incident required a repair of the phone itself.
- A complaint was received about 2 disorderly people at the pool, and they were cited for trespass by police. The board approved enforcing trespass for 1 year. It was brought up that the entire family is now banned from the pool, as there is no way to enforce just one person. **Sheri will check with Jeff to see what kind of warning, if any was sent to parents, to see what the impact on the entire family is.**

Grounds

- Arranged to have the right of way near the intersection of Passiac and Holt maintained by landscapers for the safety of homeowners.
- A complaint of someone who felt threatened on walking trail resulted in calling of police. The person was detained, but police could not release further information sighting HIPPA limitations.
- Another bench near the new playground (facing it) and garbage can receptacles were discussed.

Administration/Website

- The Annual Meeting is scheduled for Nov 10th. RS Fincher will send a packet out to be approved prior to mailing, as well as background information to Tom with some history. A decision about where reserve money goes will need to be made. It was suggested by Sheri that the reserve study tool be used. This typically would be done every 5 years.

Charleston Village Home Owners Association, Inc.
Board Meeting Held on September 22, 2014
At Charleston Village Clubhouse

Old Business:

Painting and refurbishing of gazebo – Two bids have been received. The board agreed there should be a 3rd bid considered. One community member was asked for a bid, more than once, but did not respond. They will not be considered for bids in the future. The board will vote when 3 bids are available.

New Business:

Fines hearings were scheduled for 7:15. No residents attended, so hearing proceeded as scheduled. Four of 5 violations were approved for fines. One violation was tabled, based on progress being made.

Homeowner Safety Issues – are there volunteers to lead the creation of a neighborhood watch program?

Rental Properties – this was again discussed, as an attorney has been consulted, and the cost to limit rentals would be high. The board suggested that a committee should be formed (led by any concerned homeowner). This committee would need to research how other neighborhoods do this, cost vs. benefit, how to enforce, and how to get 67% of the entire community to approve. These data would need to be presented to the board. **It was suggested that the board post some information on the website to see if there is interest in this endeavor (Sheri to supply some information / Angela to post).**

Open Meetings – it was discussed that the HOA board meetings should be open, if not all, at least quarterly. It was decided by the board that the October meeting will be open. The restrictions will be when sensitive information is discussed (i.e. right to financial privacy).

Motion to adjourn the meeting and was passed at 8:35 pm.

Next meeting is 10/20/14 at 6:30 pm.

Action Items:

Action

Responsible

Charleston Village Home Owners Association, Inc.
Board Meeting Held on September 22, 2014
At Charleston Village Clubhouse

Names of ground committee members to be sent to Sheri and Jeff	Kelly Jaynes?? Grounds Committee?
Obtain list of committees, who is on them, etc.	Bob Nagel (with Gail Goldstein)
Supply samples for clubhouse renovation to board	Bob Nagel and Sheri Fincher
New tables for pool cost estimates with umbrella and chair costs for existing tables	Tim O'Hara
Information for re-zoning behind Keokuk off of Old Jenks.	Bob Nagel
Are AC units prohibited? Post answer to website.	RS Fincher / Board
Get project information posted to the website	Board
Send list of new residents to Welcome Committee (B. Sonstroem)	Jeff Rowles
Contact Social Committee for 2015 schedule and planning for Fall Festival	Sheri Fincher
Family banned from pool – what warning was sent? Does this cover 1 individual or all?	Jeff Rowles / Board
Rental properties committee – information and volunteers needed, and posted to website.	Sheri Fincher / Angela Haag