

**Charleston Village Home Owners Association, Inc.**  
**Board Meeting Held on February 23, 2015**  
**At Charleston Village Clubhouse**

**Meeting Attendees:**

**Board Members:**

Bob Nagel  
Hugh Cameron  
Tom Fielding  
Tim Ruff  
Angela Haag

**RS Fincher Representatives:**

Jeff Rowles

**Also in Attendance:**

Nathan Ashley  
Rebecca Ashley  
Sandra McQueen  
Bryan Carr  
Shelby Kanoy  
Karen Bingham  
Barbara Keating

A quorum was present and the meeting was called to order at approximately 6:35 pm by board president Bob Nagel.

**Open Forum:**

The meeting began with Bob N explaining the open forum usually last about 30 minutes, and then the board meeting begins, where residents are allowed to stay and observe until the executive session.

Nathan Ashley asked to speak concerning a letter he received about a service vehicle parked in the driveway that he needs access to for his job as a Duke Energy lineman. He explained that it is a Dodge 550 small 1 ton bucket truck and is wider than a personal truck. He asked what could be done, as for an example; add an extended driveway pad to the side of the house. Bob N said that the board would discuss during the executive session.

Barbara Keating inquired about the crosswalks in the neighborhood needing repainted. She had called the town about it, and has received no response. She asked if it was on a schedule to be done. **Bob N said he would inquire.** There were also suggestions of more signs prior to the crosswalks.

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Tim Ruff recommended moving the executive session below committee reports on the agenda. Jeff Rowles said that he would change the format, and there should be 2 sets of minutes – one for the open meeting and one for the executive session. Angela Haag agreed to produce 2 sets of minutes.

The open forum ended.

**Board Meeting:**

The January 2015 meeting minutes were approved

**Committee Updates/Reports:**

- ARC
  - One item to be discussed during executive session
  - It was stated that volunteers are still needed for the committee. Bryan Carr expressed possible interest. Jeff R briefly explained the process and how RS Fincher communicates with homeowners.
- Communications
  - No update
- Grounds
  - No update
- Pool
  - No update
- Clubhouse
  - There are 2 clubhouse coordinators (Karen Bingham and Kris Urker). They will have a checklist to review with the rentals prior and after the event. Karen asked that there should be access to the appropriate cleaning supplies, as the vacuum is currently in a locked area.
  - Play Area/Gazebo
  - No update
- Social
  - No update

**President's Report:**

The clubhouse improvements are on schedule with work completed so far. The front door will be installed when the temperature improves. Valences/drapes will be ordered. Also, light bulbs are still needed in the new lamps.

**Treasurer's Report:**

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No update. Jeff explained that the financials are being moved to new software, in a stepwise fashion (modules).

Manager's Report:

Moved to executive session.

Old Business:

- Maid company quotes for monthly cleaning of the clubhouse have been received, but there is interest in receiving more quotes. Bob N said that his business would supply a quote to compare to the other 3.
- Bob has obtained 1 quote for the restoration of the pool restrooms. The work would take approximately 2 weeks, so it needs to be scheduled prior to the pool opening. The budget needs to be considered for things like sinks, countertops, lights, etc. **Bob to supply quotes.**
- Photos for the clubhouse art will be looked at next meeting.

New Business:

- Tim brought up the need to maintain the pond (Castleburg). Tree roots will damage the dam. Smaller trees need to be taken out and the path is overgrown. This needs to be discussed further for a plan.

The open session of the meeting ended and the board went to executive session (separate minutes).

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**Action Items:**

<b>Action</b>	<b>Responsible</b>
Look into crosswalk repainting by town	Bob
Supply quotes for restroom renovations	Bob