

Charleston Village Homeowners' Association

Board Meeting Held on September 18, 2017

Charleston Village Clubhouse

Meeting Attendees

Board Members

Gary Laramée
Tim Ruff
Dave Senko
Alex Corvin

RS Fincher Representatives

Valarie Miller

Homeowners In Attendance

Stephanie Sigmon
Bob Sevio
Robin Sevio
Bryan Page
Lisa Page
Rodney Overton
Pat Warren
Kim Warren
Sue Carr
Thomas Hull
Kathleen Colapietro
Bill Ferrell
Roseann Henke
Tom Henke
Sandra McQueen
Karen Bingham
Rodger Strother

A quorum was present and the meeting was called to order at approximately 6:30 pm.

Homeowner Forum

- A homeowner asked a question about the status of the ongoing issue of the development of the land along Holt Road
 - We recently received a completed inspection report for the two dams in our neighborhood
 - The board met with our attorney last week to discuss what our options are given what we know today
 - The board is working on drafting up a letter to be sent to the neighborhood outlining what we know today. This letter will include an invitation to a special meeting where we will share everything that we know and hear comments from homeowners. We hope to send this letter out by early next week, with the special meeting to follow approximately 2 weeks thereafter
 - All information including the dam inspection report, options available to us, and the board's recommendations will be included in the letter.
 - A homeowner suggested an option of working with the Town of Apex to see if they can help with the dam maintenance issue. The board will discuss this in executive session.
- A homeowner asked a question about the mailbox post standard and whether a more easily purchased alternative can be allowed
 - The ARC was considering this at one time. The board will check in with them on the status of this.
- A homeowner asked a question about the status of the development near the Castleburg Rd/Old Jenkins Rd neighborhood entrance, specifically whether the board knows anything about a likely temporary closure to this neighborhood entrance
 - The board has not gotten any information yet on when this will happen, but will bring it up with the developer when we next meet
- A homeowner asked about whether various maintenance issues will be resolved at the pool now that it has closed for the season
 - There is some rotting wood on the shade structure. This is a known issue that was deemed safe, the board wanted to wait until the end of the season to avoid disruption during pool hours. This will be resolved now that the pool is closed
 - The homeowner noted that some of the concrete around the pool itself is chipping. The board was unaware of this issue and will look into it

Open forum closed at approximately 6:58 pm

HoA Meeting

A quorum of board members was present, and the official board meeting began at approximately 6:58 pm.

Approval of Previous Minutes

The minutes from the August board meeting were unanimously approved by the present board members.

President's Report

Tim noted that due to a last minute conflict, Bob was unable to attend tonight's meeting and therefore no formal president's report could be presented, however he noted that neighborhood business in general is progressing like normal.

Treasurer's Report

Dave noted that all budget line items are progressing as would be expected for the year, with the noted exception of legal spending. This is due to frequent meetings with the HoA's attorney for ongoing legal issues.

Management Report

Valarie provided the following updates:

- A fire marshal inspection was performed on the clubhouse and pool area. The only noted issue was that the pool gate requires a push bar to allow exiting in an emergency. Quotes are being obtained to add this or potentially replace the existing gate with one that has the push bar integrated in.
- The clubhouse carpet was recently cleaned
- All scheduled repairs on the playground have been completed
- There are no outstanding ARC requests pending

Violations Summary Report

Valarie prepared a summary of all violations letters sent out in the period between 8/21/2017 and 9/18/2017. The contents of that report are as follows:

| <i>Type of Notice</i> | <i>Number of Notices Sent</i> |
|---|-------------------------------|
| <i>Notice of fine for covenant violation</i> | 1 |
| <i>Pressure wash home (first notice)</i> | 2 |
| <i>Perform repairs to mailbox (first notice)</i> | 2 |
| <i>Landscaping/lawn maintenance violation (second notice)</i> | 2 |

Old Business

- Ongoing issue of drainage problem at homeowners' property near the main neighborhood entrance

- The board is working with the developer of the adjacent property to jointly resolve the problem. We have a general plan and are working to get more specific details related to cost and timing.
- We believe the issue has to be resolved before the Town of Apex will allow the developer to move forward

Committee Reports

Clubhouse Committee

- Karen believes that our overall rental numbers are down for the year. She also noted that the carpets had recently been cleaned and requested that future renters be more mindful of preventing and cleaning up spills that happen.
- The Board is discussing finding a new cable and internet provider for the clubhouse once our contract is up for renewal

Swim Team

- The swim team noted that they hope to get more participation next year
- The swim team requested keeping their freezer in the clubhouse closed, unplugged, during the off season. The board will discuss this.

Pool Committee

- Homeowners present noted that kids have been using light hooks around the perimeter of the pool to hop the fence after hours. The board will look into getting these removed, and this also brought up the question of whether we want to have some sort of motion sensing lights installed.

Socials Committee

- Karen noted that the end of summer bash is coming up, scheduled for September 30th. More information will follow.
- Karen also noted that she's planning a possible Christmas Santa meet and greet event
- Karen would like to ideally plan 4 large events per year, and that generally we've had success bringing in some sort of external vendor as an attraction

New Business

Grounds

- The board is looking into getting the grass around the main neighborhood entrance and clubhouse killed off and replaced due to the low quality of the grass that is currently growing
 - Valarie is working on getting quotes for this work

2018 Budget

- There was a suggestion of combining the overall socials budget into one large pool. The board decided to leave this as currently proposed for now.
- There was a suggestion of increasing the budget line items for playground/grounds maintenance
 - The board decided to add \$1200 to the line item for rec lot maintenance

- The board decided to reduce the proposed line item for Grounds – other (paths) by \$500
- We may want to increase the budget to allow for replacing the grass, but we will wait to get an estimate before making this decision
- The budget was approved pending the noted modifications

Management Contract Renewal

- There are a few specific wording items in the proposed contract that need to be reviewed by the board prior to approval. The board will discuss these further and aim to approve the contract at next month's meeting.

Meeting adjourned at 7:30 pm.

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.



Alex Corvin, Board Secretary