

Charleston Village Homeowners' Association

Board Meeting Held on February 19, 2018

Charleston Village Clubhouse

Meeting Attendees

Board Members

Alex Corvin
Kim Warren
Dave Senko
Tim Ruff
Gary Laramee

RS Fincher Representatives

Valerie Miller

Homeowners In Attendance

Joe Pinkus

Jeff & Krystal Meier
Sandra McQueen
Patrick Warren
John Philblade
Kathleen Colapietro
John Barnshaw
Harold Reed
Linda Sue Oury

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

Homeowner Forum

- Linda Sue Oury raised a question about where and when the agenda and minutes are posted. The Board noted that meeting agenda are not published but spoken to during each meeting. The Board also noted that the minutes are posted after being approved which during the following unless changes are needed.

- Harold Read asked about the number of consents received for the Amendment to the Covenants to sell the three pieces of Common Open Land. The Board mentioned it is close to having the required number of signatures but that we still want to go to as many homes as possible to provide everyone an opportunity to consent or not.
- John Barnshaw asked about the status of the bridge between Charleston Village and Sutton Place. It was noted that the bridge has been approved. The bridge is highlighted on Wake County iMaps.
- Sandra McQueen asked about the architectural review process and whether approval is needed to seal crawl spaces. The board said no approval is needed to seal crawl spaces.
- Sandra McQueen asked if approval is needed to roll a lawn to flatten mole tunnels. The Board noted that as long as there are no changes to the lawn or landscaping then no approval is needed.
- Kathleen Colapietro noted a rotting tree stump and a ditch exists behind bushes on the back side of the playground. The Board will look into minimizing risk associated with these issues.
- A homeowner (Kathleen Colapietro?) asked if we could get motion detectors or motion lighting around the pool to help discourage trespassers.

The official HoA meeting started at approximately 6:37 pm.

Minutes Approval

Tim motioned to approve the meeting minutes for October. Dave seconded this motion. The minutes were unanimously approved.

A discussion was held on options to stream line minute approval and posting. A proposal was raised by Dave to post the minutes prior to approval with the caveat that the minutes have not yet been formally approved.

President's Report

- Alex congratulated the board on their positions and thanked them for their efforts
- Alex thanked Karen Bingham for her year-long efforts as head of the Social Committee
- The Board approved the renewal of the management contract at the end of 2017
- Ongoing drainage issue – The board is continuing to meet with the developer of the Holt/Old Jenks Development to resolve the drainage issue behind 1801 & 1803 Castleburg. The Board is working to get the lowest cost solution.
- The Board is looking to get repair a rear gate latch at the pool ASAP
- Pergola – looking to fix before pool season opens
- Pool main gate isn't up to current code. Efforts are underway to update the gate. There was concern the entire fence may need modification to meet today's standards due to the work on the gate but the Board was informed the fence doesn't need modification.

New Business

- The Board introduced themselves and their new positions:
 - President
 - Alex Corvin
 - Vice-President
 - Tim Ruff
 - Secretary
 - Gary Laramée
 - Treasurer
 - Dave Senko
 - Member at Large
 - Kim Warren
- A pool gate latching issue was identified on the back side of the pool fence and resolved by Pool Professionals
- Old Jenks entry work is continuing. Work should be completed by next week. One lane is open. That entrance will be closed again this week to allow the asphalt to set. Work may get delayed due to cold / snow.
- The board reminded people to sign up for email reminders at CharlestonVillage.org:Communications

Old Business

- The board reminded people to sign up for email reminders
- The board reviewed proposals to replace the pool entrance gate. The board discussed ensuring that card keys would still work with the new gate. Board will ask Valerie to confirm.
- Landscape contract was approved for 2018. There were suggestions to explore other landscaping alternatives to allow a quick change if warranted. We will schedule meetings with current company to discuss issues as needed.
- The management contract was approved for next two years following extensive negotiations.
- Pool contract – need to follow-up with Valerie on current status.
- Alex reiterated the board recommends selling the land adjacent to the Holt Road property. The board noted that the process involves approving the Amendment to our Covenants which requires 75% of homeowners (1 vote per home). Board is close to 75% and will continue to reach out to all homeowners to ensure their voices are heard. If/when 75% is reached, the Board will need to negotiate with prospective buyers, then the community will vote on the negotiated deal. Board will send letter to announce a special meeting to vote. A quorum will be needed at that meeting. Even if approved, the Amendment won't get filed until the Holt Road land is sold. Linda Sue Oury asked how a quorum is defined. The Board is working to confirm. Linda Sue Oury shared some ideas about what she'd like to see in the negotiated agreement as well as her concerns. Among the actions the Board will soon pursue are: confirming prior plans are still on the

table, maximizing buffer and determining the height of buildings. The Board will message out information as it is available to share.

Treasurer's Report

The board reported that the final balance sheet income statement for 2017 has been received. The community brought in \$8,000 more than budgeted in revenue and spent ~\$8,000 more than budgeted mostly due to legal fees regarding the potential Holt Road development. Overall, as a community we were within \$300-\$400 of budget. Reserves were at \$105,000 at end of 2017.

The 2018 budget includes additional spend for legal fees and other expected expenses.

Committee Reports

Pool Committee

Push bar on main gate to bring it up to code – cost estimate to be reviewed and approved soon to complete repairs before pool season opens.

Cross bar on pergola also still needs repair. Board will follow up with Valerie to pursue repairs

Social Committee

Karen Bingham was not present so no update was available.

Management Report

Alex reported on behalf of Valarie Miller that Valerie sent out three 15 day letters & 5 reminder letters have been sent. One account is pending foreclosure, two accounts have liens and two accounts are in collections. One fines hearing was scheduled (mailbox leaning into street). Estimates have been received to replace the pool entrance gate and the pool fence. In addition, burnt out bulbs were replaced in the clubhouse, minor irrigation repairs have been performed and the system has been winterized. There were no outstanding ARB requests.

Violations Summary Report

Valarie Miller prepared a summary of all violations letters sent out in the period between 10/16/2017 and 1/15/2018. The contents of that report are as follows:

<i>Type of Notice</i>	<i>Number of Notices Sent</i>
<i>Treat lawn for weeds (first notice)</i>	1
<i>Paint new siding and porch rails (second notice)</i>	1
<i>General violations (first notice)</i>	1
<i>General violations (third notice)</i>	1

Presentation adjourned at 7:30 pm