

## Draft-Refuge Board of Directors Annual Meeting Minutes for 23 FEB 2012

### 1. Roll call

The President conducted a roll call: In Attendance;

2. John Phelps – V. President
3. John Thompson – Treasurer
4. Mark Johnson – ARB Chairman
5. Russ Miller

### 6. Call to order

John Phelps, Vice President called to order the Annual meeting for the Refuge at Whitehall; 7:02 PM on 23 Feb 2012;

Location Community Center Coosaw Creek

- Discussed Board duties, how the Board of Directors is run, and processes for future board nominations and reason for this meeting.
- Nominations for new board:
- Reviewed meeting minutes from December meeting
- Motion to approve minutes – John T, Second. Motion carried

### 7. New business

- Reviewed the buffer area for the conservation easement.
- Board recommendation for nominations for board – John Thompson has proxy statements. Proxies indicate that the residents who could not be present would have the board vote. (Carlisle Harrison, Will Terrell, Renae Gasser, Rodney McLeod) Term limits – 3 years. Motion passed unanimously.  
Board to convene shortly and will determine roles of each members. The newsletter will continue. Minutes are available, as needed. Twice a year board meetings are required.
- The request was made that any home owners who want to be on a distribution list to receive a copy of the minutes place a check by their name.
- Committee members are always needed and welcome to help.
- Maintenance expenses for landscaping, etc, get bids from different companies and look for less expensive maintenance company. Make a list of areas want to maintain. Mansoor and Mike Kelly have offered to get quotes from various landscaping companies. There is a scope of work started. This needs to be reviewed and ratify. John T moved to get no less than three competitive bids – The Greenery, Horizon, and another company. Discussions around the area around the pond and whether or not that should be included in the landscaping quoting. Will use legal counsel to determine how to manage the ‘common area’ around the pond. When is the contract with The Greenery up? Month to month contract - new board has 60 days
- Drugs have been found on the street – any time you see a crime committed, need to call the police.
- 30-12-2 is the combination to the dock. Distribute the combination via the newsletter/minutes/email.
- Ensure that the people who sent in proxies have the opportunity to get on the list.

- Possibly move annual meeting from December to maybe February or March. Group voted to move annual meeting to mid-February.

### **8.Old Business**

- Motioned to remove the door at the main gate, community voted and approved the motion.
  - Motion to get the pavilion to get motion detector lights installed
  - Lights on gate need to be repaired / and tree trimming still needs to be accomplished.
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- ❖ Motion to adjourn the meeting  
President adjourned the meeting at 7:51 PM.