

Minutes
REFUGE at WHITE HALL OWNERS ASSOCIATION
Board of Directors Organizational Meeting
5404 Nesting Place
March 1, 2013, 6:30pm

- I. Attendees: Carlisle Harrison, Rodney McLeod, John Thompson, and Mark Buehl and Robert Young
- II. Call to Order: Carlisle Harrison called the meeting to order at 6:45pm.
- III. Introduction of Board of Directors:
 - Directors gave a brief introductions and the board approved the following term ending dates for all members to create a viable succession plan.
 - a. Carlisle Harrison, President (Seat One- 2014)
 - b. Rodney McLeod, Vice President (Seat 3 – 2015)
 - c. John Thompson, Treasurer (Seat Two – 2014)
 - d. Mark Buehl (Seat 4 – 2015)
 - e. Robert Young (Seat 5 – 2016)
- IV. Review of Meeting Dates:
 - Board current meeting date is the First Wednesday of Each Month, 7:00pm, at Pavilion weather permitting. Carlisle Harrison introduced a motion to alternate one month for board and other for committee meeting. The board agreed to implement this schedule starting with March being a transitional month for Standing and Special Committees. Schedule is at attachment one.
- V. Officers and Standing Committees Responsibilities
 - Directors reviewed all position below and discussed current officers and vacant positions.
 - a. President
 - b. Vice President
 - c. Treasurer
 - d. Secretary
 - e. Architectural Review Board
- VI. Special Committee Responsibilities

- Directors reviewed all chartered committees below and discussed the creation of two additional committees and vacant positions. The board unanimously indorsed the creation of two committee identified by (*)
 - a. Common Property Advisory Committee (CPAC)
 - b. Community Interface Advisory Committee (CIAC)
 - c. Board Nominating Committee
 - d. Disaster Preparedness and Public's Safety Advisory Committee (DPPSAC) *
 - e. Common Access Easement Advisory Committee (CAEAC)*

VII. Assign New Officers and Standing Committees Chairman:

- Based on discussion and volunteers the following directors were elected and appointed by the board.
 - a. President – Carlisle Harrison
 - b. Vice President – Rodney McLeod
 - c. Treasurer – John Thompson
 - d. Secretary – Robert Young
 - e. Architectural Review Board – Mark Buehl
 - f. Board Nominating Committee (To Be Determine)
 - g. Common Property Advisory Committee (CPAC) (To Be Determine)
 - h. Community Interface Advisory Committee (CIAC) – Rodney McLeod
 - i. Preservation Lane Advisory Committee (PLAC) – Robert Young
 - j. Disaster Preparedness and Public's Safety Advisory Committee (DPPSAC) – Carlisle Harrison

VIII. Transitional Schedule:

- Newly elected Officers, Standing Board and Special Committee, Chairman will be posted on the Refuge website by Rodney McLeod, CIAC Chairman..
- Transition Meeting with Previous Officer if available and or Committee Chair will be conducted in March and results will be briefed at the April 3, 2013 Board Meeting.
- Carlisle Harrison and Robert Young will finalize (PLAC) charter recognizing the urgency to have a viable solution to long term solution for Preservation Lane.
- Carlisle Harrison and Franks Cordero will finalize (DPPSAC) charter recognizing the importance of a community needs assessment and preparedness.

IX. New Business:

- John Thompson briefed the board on the need to repair pond fountain lights and specific costs are at attachment 2. John made a motion that inoperative fountain lights be repaired by current pond maintenance vendor. Discussion ensued on seeking other bids for repair. There was strong sentiment repairs should be undertaken without delay due to the lights being out for several months and owners complaining. After considerable discussion John modified his motion to read: The current inoperative fountain light will be repaired by a refurbished kit and the current pond maintenance contract will be reviewed for competitive bidding. Motion second by Mark Buehl. The motion was approved by the board by majority vote.
- John Thompson sought clarification and reaffirmation of what constituted a due date to determine late fee and interested determination. The board concurred by majority vote that due date being January 31, 2013 as reflected on the December 12, 2012 Invoice and John discussion with HOA's CPA consistent with Article VII and Section 7.05. Accounts will delinquent 30 days after January 31, 2013 and Interest will be accrued from January 1, 2013 if not paid by delinquent date of March 2, 2013. John to brief the board at later date on delinquent account protocol and procedures.

X. Next Board Meeting: April 3, 2013 7:00pm

XI. Adjournment: Rodney McLeod moved to adjourn, John Thompson second meeting adjourn at 8:15 pm.

Approved _____
Carlisle Harrison, President

Recorder _____
Carlisle Harrison

Attachments:

1. Board and Committee Meeting Dates
2. Fountain Cost Estimates