

Minutes
Refuge at Whitehall Homeowners Association
Drake Residence

November 7, 7 P.M.

- **Attendees:** Woody Fields, Mark Palmer and Larry Drake
- **Call to Order:** Larry called the meeting to order at 7:02 pm.
- **Approval of minutes:** The minutes of the April 4, 2017 board meeting were read and approved. Larry pointed out that there have not been many Board meetings this year as the list of work the Board wanted to accomplish in 2017 was developed early in the year. Due to a lot of Board members not being available during the year, there were several unofficial discussions held during the year to chat about work list items. The Board is still in compliance with the By-Laws that only require two Board meetings and this Board will have held five by year end.
- **Committee Reports:**
 1. **Presidents Report:** Larry indicated that he has once again updated the residents list and the resident's email list and will disseminate it to the residents through a group email. He has also provided the updated list to Sue Braund at Middleton Place to insure all residents are included in the free membership list.

Larry indicated that the attorney the Refuge had previously used for the lawsuit and other legal actions and conversations has changed firms and furnished his new contact information. Larry contacted him and indicated that we are not currently involved in legal issues but that we would contact him if we have a need. He is very familiar with our neighborhood and our Covenants and Restrictions and By-Laws.

It was also brought up that there have been numerous violations of the Requirement that there be no overnight parking on the Refuge streets. The neighborhoods outside the Refuge have this problem and it seriously affects the appearance of the whole neighborhood. All of the items in the Covenant and Restrictions were placed there to maintain an upscale appearance in order to maintain or improve our property values and it is the Board's responsibility to insure compliance. Resident have been notified that all vehicles parked on the streets after midnight will

incur a fine of \$25 against the property in front of which the vehicle is parked.

- 2 Vice Presidents Report:** Woody reported that Pleasant Places has been doing a much better job on the neighborhood this year than our previous maintenance group. All of the areas in the Refuge have shown good improvement.

There was a discussion about the need for improved lighting at the entrance and at the pavilion. Woody indicated he would get quotes for both and provide it to the Board. Both of the areas need a complete rewire due to deterioration and damage. We can also take a look at rewiring the dock with low voltage lighting. Mark suggested we may just want to utilize small photo-electric lights instead of actually rewiring all of the dock. Woody will make a suggestion at the next Board meeting.

Larry indicated that the new sections of fence on Preservation Lane have been damaged by either kids running into it or maybe animals. Woody said he would look into it and that it may require a stronger grade of fencing. Woody suggested we repair the current damage and put off replacing the wire until next year.

Woody suggested we may want to get some quotes on improving the landscaping and irrigation of the common areas. The grass has shown improvement in the common areas.

- 3. Architectural Review Board:** Mark reported that the resident with the yard needing attention had been notified and had contacted Mark to effect corrections. Mark had contacted AH4Rent who actually owns the property and indicated they should notify their client of the need to perform yard duties. Mark will monitor this situation and will notify AH4RENT that it is their ultimate responsibility to make sure the property is properly maintained.

There have been no additional requests from residents for ARB review and approval although one new resident had done some extreme foliage removal without ARB approval when they moved in and will be contacted about remediation. Other residents have complained about the removal.

As required by the By-Laws, the ARB has a working Nominating Committee to provide the members with a slate of prospective new board members for the Board at the Annual Meeting in February. Additional floor nominations will be on the agenda for the Annual Meeting. There are two Board positions that will become vacant and the ARB is encouraging new residents to get involved.

Mark has sent out a resident letter regarding the responsibility of residents in regard to their pets. He received a number of responses to which he requested individuals submit a letter to him regarding their issue. The Board feels it is the Board's responsibility to make and initial contact with the owner of the offending pets. If the situation persists, we feel it is the responsibility of the offended party to contact animal control in the county for further action. Mark will send out a subsequent letter to the residents concerning their responsibilities.

Mark also has contacted the county to look at the faulty pond drainage damage. The county agrees it is their responsibility to repair the drainage and Mark indicated they will also replace the rip-rap on the entrance catch basin.

- 4. Treasurers Report:** Prior to the meeting, Craig had sent the members a first cut at the proposed budget worksheet for 2018 to be attached to the letter at the end of November announcing the Annual Meeting. The worksheet contains 2017 actuals and a proposed 2018 budget that was originally developed by Frank Glover. There was considerable discussion about individual items as the Board worked through the proposal. A number of items will be less in 2018 because Woody has renegotiated a number of maintenance items such as yard maintenance, insurance, etc. It appears we will be able to reduce the dues next year and still be able to fund all Refuge activities and obligations. The amount of reduction will be determined and added to the proposed budget attached to the Annual Meeting notice.

New Business: The next Board meeting will be held on December 5, 2017 at the residence of Larry Drake.

The tentative date for the Annual Meeting is February 20, 2018 At the Wescott Park Meeting House.

Adjournment: Woody moved to adjourn at 8:35 pm and all agreed.

Approved:
Larry Drake, President

Recorder: Larry Drake