

## Minutes

### REFUGE at WHITE HALL OWNERS ASSOCIATION

#### Board of Directors Meeting

8637 Refuge Point Circle

April 11, 2018 at 7:00pm

- I. Call to Order: 7:15
- II. Attendees: Rodney McLeod, Woody Fields, Craig Neid, Mark Palmer, Bettina Herbert
- III. Approval of Minutes **Motioned** by Rodney, **seconded** by Woody, **voice vote is unanimous, Approving**
  - a. March 22, 2018 Minutes
  - b. Annual Meeting
    1. Proxies: current board does not know of any proxies,
    2. Board Response to Petition: Rodney will prepare board response to petition from 2017 special meeting and post on website

#### IV. Treasurer

Craig reports several reports through QuickBooks:

Balance Sheet summation of 2 accounts is \$61,780.63. No liabilities being carried. Only outstanding balance is to Craig. Has receipts and electronic invoice, is in QuickBooks as outstanding bill \$75 for stamps and envelopes (Post office and Walmart).

Transaction list – since last Board meeting. Numberskeepers looks at activity on bank accounts and reconciles to RPC HOA account

Previously approved Allstate Insurance (Braishfield) annual insurance premium (renewal of existing policy) will be paid.

Pleasant Place ordered bumpers on playground. Will be delivered and installed next week. They will maintain PlaySafe mulch annually after initial placement this year.

Third component of treasurer's report is Collection Report (owners who are past due on Preservation Lane Assessment). Collection Report was reviewed. Discussion re-creation of communication plan to collect these funds. Financial penalties for unpaid balances on Preservation Lane assessment will commence June 1, 2018.

Rodney **motioned** to reimburse Craig for stamps and letter, Bettina **second**. **Voice vote is unanimous, Approving.**

5. Old Business

- a. Pond Fountain – in shop for repair
- b. Petition response for website – Rodney will draft letter
- c. ARB Board members – no response to Rodney’s letter
- d. Street Parking – review of C&Rs – no response to Rodney’s letter. Added to the C&R Review task **(Closed)**
- e. Treasury Account Audit – Craig will bring findings
- f. Review of C&R for updates (Garage doors being open) - Email to go out with a date to meet and discuss issues like street parking and C&Rs (open garage door), schedule committee meeting to cover street parking, C&R review for updates (eg, garage door opening)
- g. Sidewalk Gate at the Entrance – Woody to follow up with the Handy man
- h. Middleton Pass Process - Middleton Pass – done, Sue at Middleton is processing the names of those currently paid who don’t have passes. **(Closed)**
- i. News Letter - Rodney sent out email newsletter for now **(Closed)**
- j. Committees – no response yet
- k. Continuity Binders - Rodney started them (will include C&Rs, contracts, management documents, by-laws with amendments, annual and regular meetings, etc.)
- l. Pavilion use - write procedure and reason and rationale, for community, etc. – Rodney
- m. Mr. Tuberville letter – Rodney will obtain information on Preservation Lane maintenance and craft response.
- n. Review of pond community area – next board meeting

I. New Business:

- a. Pet Nuisance: Mark has approached owner re aggressive pet and letters sent re same. Also addressed in annual meeting. A lull for a while, now issue has reemerged. City and county ordinances indicate what agency will come out re nuisances. Rodney to post contact numbers on website. Another email to be sent the RPC community with rules and references to call. Board will do initial contact as a courtesy, but city and county contact numbers will be attached
- b. Preservation Lane Inspection and Maintenance Preservation Lane inspection and maintenance, Potholes found on inspection by Rodney. Most recent maintenance /repairs have not been billed to Preservation Lane lot owners. Inspection will be done next week and estimate sent to board. In the future Preservation Lane will be separate account assessed at beginning of the calendar year so funds will not be co-mingled.’
- c. Numbers on mailboxes are not allowed. Mark to follow up.

II. Next Board Meeting: June 19, 2018 7PM

III. Adjournment: Bettina **Motioned**, Craig **second**. **Voice vote is unanimous approving**.  
Adjourned at 9 pm