

## Minutes

### REFUGE at WHITE HALL OWNERS ASSOCIATION

#### Board of Directors Meeting

8637 Refuge Point Circle

Jun 19, 2018 at 7:00pm

- I. Call to Order: Rodney calls to order 7:18 pm
- II. Attendees: Rodney McLeod, Mark Palmer, Woody Fields, Craig Neid, Bettina Herbert
- III. Approval of Minutes
  - a. April 11, 2018 Minutes – Approval of minutes **Motioned** by Rodney. **Seconded** by Mark. **Voice vote is unanimous, Approving.**
  - b. Annual Meeting
    1. Board Response to Petition - Rodney provided draft response for review. After suggested changes, Rodney will update the letter and bring back to the board for signature.
- IV. Treasurer Report
  - a. Craig provided reports from the accountant and the board reviewed. Spending is in line with budget; however with required maintenance of failing water fountains and park repairs we may have to use funds from savings.
  - b. Craig and Rodney opened a separate account for Preservation Lane.
- V. Old Business
  - a. Pond Fountain – North Pond fountain was repaired. **(Closed)**
  - b. Petition response for website – see IIIb1 above. **(Closed)**
  - c. ARB Board members – Mark will contact a few residences to consider serving on the ARB. Training and appointment letter will be accomplished after a third person joins the ARB.
  - d. Treasury Account Audit – Craig still has on his task list to complete the savings account review
  - e. Review of C&R for updates (Garage doors being open, Street parking). Rodney will hold a committee meeting in the next 2 weeks. Opinions, clarity and resolution pertaining to parking on the street overnight. Garage doors OK to be open during the day for yard work, etc. Need to be closed at night.
  - f. Sidewalk Gate at the Entrance – Woody - almost finished. (Elmore Services)
  - g. Committees – Rodney is working on these
  - h. Continuity Binders – Rodney is working on these.

- i. Pavilion use – Mark to write.
- j. Mr. Tuberville Letter – Rodney will respond. Last road maintenance was 12/2017.
- k. Review of pond community area – Mark - swing will arrive by end of this week. Research on dog house continues.
- l. Preservation Lane road maintenance - Mark has done the inspection and determined that the road needs maintenance. Last maintenance was 12/2017. Previous road maintenance was 5/2017.

VI. New Business:

- a. Middleton Visit – Inspection by Middleton done. Rodney suggests one letter per household to document visit. Document each home on marsh side consistent with Middleton’s walk-through.
- b. ‘Monthli Management’ website – Rodney introduced this website application for the board to manage the HOA. Can put tasks/work orders in and monitor progress. (like OneNote). If used for community later on, can book pavilion, etc. Rodney asked the team to create an account and get familiar with the software. Will make a decision to use after everyone has a chance to try it out.
- c. ARB Community inspections – Is in response to neighbors’ observations and Board’s walk throughs. The board intention is to resume inspections on a regular basis with templated letters that can be sent out by the next day.
- d. Pond electrical boxes (common area lighting and pump) are in disrepair (south pond). Fountain box is in good shape. Woody has volunteered to provide electrical parts, so only cost will be labor. This will be added to the task list and reviewed for budget concerns

VII. Next Board Meeting: July 17, 2018 7 pm

VIII. Adjournment: Bettina **Motioned** Craig **second Voice vote is unanimous approving**  
Adjourned at 9:11 pm