

The Refuge
HOA Meeting Minutes
July 19, 2022

Called to order 7:05 PM

Adjourned 7:380 PM

Board Member Attendees:

Sam Mikitarian

Mike Randolph

Ray Newman

Marcia Lytton (via phone)

Action Items:

- A. Ray will monitor billing from Pleasant Places to note start of increased fees
- B. Bob will continue checking with Pleasant Places regarding playground mulch
- C. Sam and Marcia will continue pursuing placing all HOA records online
- D. Ray will begin searching for less expensive bookkeeping services in light of increasing costs from our current provider.

Discussion Items:

- A. Previous Meeting Minutes
 - a. Minutes from the March meeting were reviewed prior to the meeting and approved.
- B. Budget Update
 - a. Spending is in line with budget, with the exception of the water bill.
 - b. Ray discovered that the board used the wrong basis for budgeting this year's water bills, which explains the mismatch between budget and actual spending.
 - c. Number Keepers informed the board that their fees will be increasing. In July their monthly fee will go to \$180. In 2023 their fee will be in excess of \$300. Ray will begin searching for alternatives.
- C. Landscape Contract
 - a. No new information as Bob McClellan was out of town.
- D. Preservation Lane Maintenance
 - a. Sam reported that neither of the two vendors contacted have returned calls or submitted bids for grading Preservation Lane.
 - b. All board members will continue searching for affordable grading services for the lane.
- E. Dock Door and Dock Ladder Replacement
 - a. Sam purchased a new door and ladder for the dock.
 - b. Sam will schedule a time (NLT fall cleanup day) to install these items.
- F. Board Records Online
 - a. Board members discussed the need for moving records online. The general consensus is that if costs can be kept to a reasonable level, it will be worth pursuing. The cost of converting existing paper records into electronic records must also be considered.
 - b. Marcia shared her findings to date. There are several options which have the potential to benefit the board. Costs need to be clearly understood before committing to this course of action. Estimated costs range from \$350/year to \$2500/year, with features in proportion to the costs.
 - c. Marcia will continue to compare options, and then make a presentation to the board
 - d. Sam and Marcia will keep the board informed as events unfold

G. Architecture Review Board Actions

- a. Missy and Sam met with residents at 8613 RPC to review their plans for improvements to their back yard. We approved their plans for screening their back porch. We disapproved their plans to add fencing in the conservation easement.
- b. Sam approved Missy's request to remove a palm tree from their yard and replace it with other plantings.

H. Neighborhood Walkthrough

- a. Board members conducted a walkthrough of the neighborhood on Sunday, 26 June 2022.
- b. A general announcement about maintaining property standards was posted via Facebook and distributed via email.
- c. Several residents took note of the announcement and resolved issues related to their properties.
- d. As a result of investigation by board members and subsequent discussion with the property owner during the neighborhood walkthrough, the issues of fencing and animal baiting at 8565 RPC have been closed with no further action due from the board.

I. Next board meeting

- a. 22 August 2022, at 7:00pm at 8649 Refuge Point Circle

J. Meeting adjourned