

The Refuge
Board Meeting Minutes
12 April 2023

Called to order 6:06 PM

Adjourned 6:55 PM

Board Attendees:

Kris Busch
Kirk Kilgore
Ray Newman
Marcia Lytton

Board Absent:

Stacy Domingo
Mike Randolph

Action Items:

1. Kirk Kilgore to identify legal counsel used for solar panel covenants addendum and 2018 lawsuit.
2. Kris Busch will research how working with realtors to keep housing prices aligned with market pricing might work.
3. Kris to post a notice on Facebook about leftover wood from the dock repair available to residents.
4. Ray to speak with Chris Quinn about replacing Tim Dupree as Preservation Lane rep.
5. Marcia will pick up paper products and water, as well as order pizza for clean-up day.
6. Ray will schedule a time with Kirk and Kris, when all are in town, to go to the bank and update account signatures.
7. Marcia will research what is needed to update Board members listed with the utility companies. She will provide a sample letter to accomplish changes.

Meeting Minutes:

Action items and minutes from the March meeting were reviewed. A motion to approve the minutes was seconded. Minutes will be posted to the website.

Committee reports:

1. ARB - Stacy Domingo (absent) reported prior to the meeting there were no discussion items.
2. Treasurer – Ray Newman reported on outstanding dues:
 - a. HOA – expects payment next week for resident behind in 2022 and 2023 dues. The payment will include late fees. Ray is working with the remaining resident who claims they did not receive the invoice/notice.
 - b. Pleasant Places assessment – One outstanding

Old Business:

1. Preservation Lane:
 - a. Kris, Kirk, and Stacy completed a walkthrough taking notes on a couple of items to include a section of fence needing repair.
 - b. Ray has contacted Dan The Man regarding the annual maintenance. Dan The Man is waiting for supplies then will perform the work.
 - c. Once the repair date is set, Ray will follow-up to ensure the work is completed.
 - d. Ray will approach new resident Chris Quinn about replacing Tim Dupree as Preservation Lane rep.

2. The Board agreed insurance policy coverage was sufficient and premiums were in-line with the previous year. Ray will move forward with renewing the policy.
3. Pavilion area tree trimming – The Board discussed whether trimming the tree in the common area that overlaps a resident’s property was the HOA responsibility. It was decided that because the tree needed overall trimming the HOA would cover all costs. However, the resident will be advised that going forward he is responsible for trimming any overlap on his property. He will just need to notify the Board prior to any action.
4. Tran Dog Issue - Due to an additional incident involving multiple residents, the following actions will be taken:
 - a. Stacy will draft a 4th and final letter with an additional \$100 fine. The letter will state that the accumulated fine now owed is \$225 and can result in a lien on the property if not paid. The letter will also include a history of all known events involving the loose dogs.
 - b. The Board will move forward with legal action involving Animal Control. *Update: After the meeting, two residents involved in the latest incident were contacted and have agreed to go to court to support legal action, along with the President to present Board attempts to rectify the problem. Additionally, the dogs escaped during the clean-up day. Animal Control was called and reported that the officer spoke with the Trans and their daughter. They were issued a warning. The next incident will bring a citation and court appearance.*
5. Spring Clean-up
 - a. Reviewed tasks for Saturday. Kris reported on supply status for dock repair and upcoming Lowe’s run.
 - b. Update on RSVPs
 - c. Kris will post a notice on Facebook about leftover wood from the dock repair available for resident’s use for crafts or firepits.
 - d. Kris questioned the budget for this effort. Ray responded that \$1K is budgeted per event for two events each year.
6. Ray will schedule a time with Kirk and Kris when all are in town to go to the bank and update account signatures.
7. Marcia will research what is needed to update Board members listed with the Dominion Energy and Charleston Water utility companies. She will provide a sample letter to accomplish changes.
8. New Business - None
9. Next meeting
 - a. 17 May 2023, 6:00pm at 8657 RPC