

**The Refuge  
Annual Meeting Minutes  
21 February 2024**

Called to order 6:03 PM  
Adjourned 7:03 PM

**Board Attendees:**

Kirk Kilgore, President  
Kris Busch, Vice-President  
Ray Newman, Treasurer  
Stacey Domingo, ARB  
Marcia Lytton, Secretary

**Board Absent:**

Mike Randolph, ARB

**Guests:**

17 Residents

**Action Items:**

1. Board will confirm a date for the spring clean-up at the March meeting. April 13 or 20 was proposed.

**Meeting Minutes**

The January meeting minutes were unanimously approved via email prior to the meeting.

**Welcome**

President Kirk Kilgore introduced himself, welcomed the guests, and reviewed the agenda, provided via email prior to the meeting. He stated the Board was functioning well as a team and introduced the remaining members. He mentioned and thanked those involved in resident sponsored events such as a pavilion breakfast and the holiday progressive dinner.

President Kilgore encouraged resident participation in the monthly Board meetings. He noted there will be two Board positions opening next year (Treasurer and Secretary) asking residents to consider volunteering.

**Committee reports**

1. Treasurer – Ray Newman
  - a. Ray reviewed the budget, provided via email prior to the meeting, by touching on the main expenses. The budget was updated prior to the meeting to include January expenditures.
  - b. A resident asked about dock board repair which is not included in the budget. Ray responded that this is handled during the annual clean-ups. Vice-President Kris Busch added that the intent is for the entire walkway to be replaced within the next couple of years doing approximately 26 feet per clean-up. President Kilgore asked that any safety concerns be brought immediately to the Board.
  - c. It was asked if there were any playground additions planned. Ray responded that swings were being installed this year and the cost is in the budget as well as new pavilion chairs.
  - d. Ray confirmed that the landscaper rates, Pleasant Places, were only slightly increased. He will be working with them to correct the on-going issue of leaves being blown against the fence on Preservation Lane.
2. Preservation Lane – Ray Newman
  - a. Ray summarized maintenance to Preservation Lane and asked that any issues be brought to the Board's attention. To date he has received no complaints. One resident stated that speeding on the

Lane is an issue causing more damage near the start of the Lane. This will be addressed in the Spring newsletter as well as speeding in general throughout the neighborhood.

3. ARB – Stacy Domingo

- a. Stacy reported that residents are doing a great job overall with upkeep and ARB requests. A brief discussion where she provided the types of activities that need approval and those that do not. Basically, anything outside of normal maintenance requires approval, i.e. changes to paint color, tree removal, new plants.
- b. She noted that a spring newsletter will be coming.
- c. She mentioned that before bringing disputes/issues to the Board, resolution can often be accomplished by talking to neighbors.
- d. She summarized requests and issues that were approved or handled last year.

4. Year In Review – Kris Busch

- a. Kris referred to the handout, provided via email prior to the meeting, reviewing the accomplishments.
- b. He addressed the dock door and lock. The lock was rebuilt but that section needs an A-frame added to hold the door steady so it will lock properly.
- c. Kris provided highlights from the Middleton Plantation walk-through. It has been several years since this has been done due to staff turnover at Middleton. He reported that 6-7 issues were identified. Middleton was asked to provide a specific list of infractions, to include measurements of easement encroachment where appropriate.
- d. He asked residents to provide ideas for the annual clean-ups.

**New Business**

1. To answer a resident's question, the Board responded that the main communication method is email and the message board near the entrance. Facebook is also available for the Board and residents to post announcements and events.
2. Residents who stated they were not getting all the emails from the Board were asked to check spam and reach out to the President.
3. The Board is looking into digitizing existing documents and using MS 365 as a repository. This will allow for cleaner records and easier transition for turnover to new members.
4. A resident asked about the survey the Board had sent out regarding the elimination of rented homes. An email with the results was sent out prior to the meeting but several residents responded they had not received it. The results were summarized by Kirk who reported that the responses were split evenly and not enough were received for the required 67% majority needed to make any changes. No further action will be taken.
5. Residents also asked about addressing multiple families living in one home. No determination was made.
6. Having guest speakers at meetings was discussed, i.e. the City Commissioner. This will be considered for the next annual meeting or an ad hoc meeting during the year.

**7. Next meeting**

- a. 20 March 2024, 6:00pm
- b. 8657 Refuge Point Cir