

Lakeside Meadows Homeowners' Association, Inc.
Board Meeting & Budget Workshop
Nov. 13, 2017, 7:00pm
69 Brown St., Weaverville NC

Minutes

Meeting called to order by President Julia Book at 7:00 pm.

Present:

Julia Book, President
Scott Hughes, Treasurer
Ruth O'Donnell, Secretary

Absent:

Kitty KiMaio
Chrissy Morrissey

Guest:

Nancy Detweiler, Common Areas Committee Chair

1. Minutes of the October 23, 2017 Board meeting approved as written.
2. Agenda additions: Ruth asked to add a homeowner request in New Business.

Old Business

1. Julia reported on responses to her letter sent to all homeowners (email) after the Board's October meeting. The letter asked for homeowner opinion on the street light change, the proposed Bylaws change, and hiring of a management company. Two homeowners responded and commented as follows.
 - Two in favor of street light change
 - Two in favor of Bylaws change
 - One against a management company and one in favor if it can be paid out of current assessment

The letter also informed homeowners of two upcoming vacancies on the Board and requested that anyone interested contact any Board member. To date, no one has come forward.

2. Street Light Contract

Homeowner Jay Coyle, who has been working with the Board on changing the fixtures on our street lights, reported in writing to Julia that he asked Duke Energy the question Board members had at our October meeting about adequate lighting of the mailboxes area. He

was told the change in light fixture would allow adjustment of settings (how much light) and there shouldn't be any problem in achieving the same amount of light at the mailboxes as we currently have. Ruth moved approval of the Duke Energy contract; Scott seconded. Motion unanimously approved.

A homeowner requested at the last meeting that we consider changing the street lights to solar power but that will be very expensive. The Board will not consider that option any further.

3. By-laws change

- a. Ruth provided proposed language for changing the Bylaws Article III, Section 5 Annual Meeting: "An Annual Meeting of the Association Membership shall be scheduled each year in the second week of January." Scott moved acceptance of the proposed language; Ruth seconded. Motion was unanimously approved. Julia said the 2018 Annual Meeting will be Saturday, January 13.
- b. Election of the two Board members will occur at that meeting along with ratification of the 2018 budget.

4. Budget Workshop

Scott provided a Cash Flow report which included a comparison of income/expenditures to date to the 2017 budget. This report was reviewed as a first step in 2018 budget planning.

Anticipated costs for several budget lines were researched or need to be researched:

- Scott reported the estimate he got for inspecting the storm drains for which we are responsible was \$500. He is going to check with another vendor of this service and hopes to get a lower price.
- Julia arranged a final mowing for this calendar year with the Crawford's. She will contact them to find out if their fees will go up when this contract is over (April 27, 2018).
- Scott will check on whether our insurance costs will increase.

Scott presented a draft 2018 budget which the Board discussed line by line to develop a balanced budget.

Board members were assigned the following tasks relating to the 2017 Financial Report and 2018 Budget.

- Scott
 - Produce 2018 proposed budget by December 1
 - Produce 2017 Financial Report by January 1
 - Produce 2018 Annual Assessment invoices as soon as possible in January after the Annual Meeting
- Julia
 - Produce cover letters for mailings to homeowners
 - Annual meeting information and agenda and proposed 2018 budget

- Annual Assessment invoices and 2017 Financial Report.
- Ruth - Print and mail letters and attachments by deadlines described in the *Declaration*.

5. Common Areas

Nancy discussed Common Areas Committee plans to continue improvement of the entrance area of the neighborhood. The Board scheduled two work days for spreading mulch: November 18, 1:00 pm and December 2, time to be announced. Next year the Committee will plant Leland Cypress trees along Brown Street from the mailboxes to about the second street light. Permission to plant the trees will be sought from homeowners whose lots will be affected.

New Business

1. Ruth presented a request from homeowner Gracemarie Cirino who asked the Board to contact the Town of Weaverville and request that a speed limit sign or some other indicator that cars should not speed be placed on our part of Brown Street. She told Ruth she is concerned about how fast people are driving through the neighborhood. Julia will write a letter to Town Council with this request.

Gracemarie also requested a Community Watch sign be put up on the street as a crime deterrent. Board members thought that having a Community Watch would require more than putting up a sign and asked that Gracemarie investigate the Community Watch program and then report her findings to them.

The next meeting will be the Annual Meeting in January.

Meeting adjourned at 8:30 pm.

Minutes submitted by Ruth O'Donnell, Secretary