

THE VILLAGES OF LEACROFT HOMEOWNERS ASSOCIATION HOA
BOARD MEETING MINUTES

4646 Highcroft Lane

Charlotte, NC 28269

February 3, 2009

6:45 pm

6:45 Hearings

7:00 Call to Order, Attendance

- Attendees: Frank Keenan, Barbara Walbridge, Pamela Wisniewski, Melissa Ralston-Wynn (Superior Management), Diana Kennedy (Paralegal)

7:05 Review Minutes of last meeting

- Minutes from January meeting were adopted by the board.

7:10 Review Financial report

- There was no surplus from fiscal year 2008 due to unplanned expenses for pool expenses (furniture and pump repairs) and security costs that were not in budget.
- Some 2009 funds were used to pay December 2008 bills.
- Overall surplus balance did increase due to interest earned and round up policy when rolling over CDs.

7:15 Review status of Covenants Update, Diana Kennedy

- Covenants went through many drafts as a result of the member's meeting in November 2007.
- Additional changes were requested in July 2008.
- In the Spring, there was a federal law change for solar panels and satellites. The covenants will need to reflect this.
- The goal is to have the new covenants out to home owners by April or May of this year

7:40 New Business

Agenda ownership and development

- Frank/Pam will review minutes from previous board meeting to create draft of next agenda
- Frank will own agenda creation and will distribute to HOA board 1 week before the board meeting
- Pam will publish minutes to the board within 1 week of the board meeting
- Board will approve minutes via email (preferably within 1 week of being sent)
- Pam will publish approved meeting minutes to the website or newsletter

Meeting minutes

Ownership of Action items

Directory

7:50 Unfinished Business

- Sandbox – Melissa confirmed that the sand in the sand box was renewed for \$200.
- Welcoming Committee – We are going to attempt to create a welcoming committee for new neighbors. Can distribute directories and other welcoming items.
- Block Captains - We are going to work on establishing block captains to help assist the welcoming committee, distribute information, and act as part of a community watch program.
- Community Watch Program - We are going to work toward establishing a neighborhood watch program

Pool Repairs

Drain and repair estimates and approval

Misc. repairs, timer replacement and new spotlights

- See action items below

Pool Openings and management

Issue pool passes, May1 (3 colors, levels) Signage?

Hearing letters, May1

Hearing, May 12 (May meeting?)

Pool Opens May 16????

Review pool rules

- We will send out color-coded pool passes May 1
 - Red: >12, no guest
 - Yellow: >16, 2 guests
 - Green: >18, no limit

- We will have 2 lifeguards provided by Charlotte Swim Club Management
- March 31 is the deadline to pay HOA dues. If dues are not paid, members will not get a pool pass.

Mailbox inspections – coordinate with Spring Inspection, early March
(Board member ride along)

- Group discount orders for mailboxes are being taken now, but letters won't be sent until March.
- Anyone who has put their name on the list for the group rate will not need to receive an inspection letter due to needing mailbox maintenance or replacement.

8:10 Set Next Meeting Date(s)

To Do

- Board adopt penalty for not having an up-to-date lease on file (per covenants)
- Review pool rules

8:12 Review Action Items

Diana

- Send latest covenants updates to Frank

Melissa/John

- Set up meeting with electrician regarding flood lights to light playground
- Order locking mailbox for common area
- Create report of rentals that do not have an up-to-date lease on file
- Confirm when the new directories/calendars will be published and distributed
- Have Dawn send Pam updates when a new neighbor moves into the neighborhood
This information will be forwarded to a welcome committee
- Have all pool/light/maintenance/bench estimates available for review by the next board meeting

Frank

- Send latest covenants updates to the rest of the board
- Follow up with Patrick about additional pool responsibilities
- Create March agenda

Pam

- Send Melissa information about locking mailbox to order (Complete)
- Draft sign for proper usage of the common area mailbox drop box (Complete – sign not created yet)
- Find brochure holder for newsletters and send link to Melissa (Complete)
- Send options to the board for a way to have a neighborhood mailing list/message board (Created Facebook page)

- Find information on CMPD website about form to act as agent (Complete)
- Update website with 12 months (rolling) of newsletters (Complete)
- Update website with HOA board approved meeting minutes (Waiting on Feb. minutes to be approved)
- Set up lunch with Sherrie to talk about the newsletter (Complete – she is too busy. She would rather converse over the phone or email)
 - Add local events, etc.
- Follow up with Fred to get quote for the pool (Complete, waiting on boards' decision for moving forward)
- Contact CMPD regarding neighborhood watch program (Found documentation online, not necessary to contact CMPD. Asked Monte if he wanted to help head up the neighborhood watch. Also found out that the City has free workshops for block captains)
- Send list of people who have signed up for mailbox group rate to Melissa before March (Waiting for now)
- Create a contact list of all individuals volunteering on Leacroft committees (Complete)
- Meet with Dave (Sent email, he said he was too busy to meet, need to call)
 - Welcoming committee
 - Block captains
 - Website updates

CCR Committee (Covenants – Frank, Barbara, and Vince)

- Meet to finalize covenant updates before the next board meeting
- Respond to Diana before the end of the month

8:15 Adjournment

- The next meeting will be held on March 3rd at Franks, 10611 Old Bridge Lane