

# THE VILLAGES OF LEACROFT HOMEOWNERS ASSOCIATION

## Board of Directors Meeting Minutes

4646 Highcroft Lane  
Charlotte NC 28269

June 9, 2009

7:00 Call to Order, Attendance

Attendees: Frank, Vince, Barbara, Pam, John (Holloway Mgmt), Dawn (Holloway Mgmt)

7:05 ARC Committee Update/Hearings

7:20 Yard of the Month – Bob Mathews

Bob was not present at the meeting

7:25 Review Minutes of last meeting

ARC Violations: Should be sent directly to Holloway not to the HOA Board

Spring Inspections: Violation letters were sent out June 3<sup>rd</sup>

Meeting minutes for May were approved by the board

7:40 Update on action items from last meeting

Holloway Mgmt

- Contact bank for foreclosed homes that require lawn maintenance. If they have someone to maintain lawns, they should do so. If not, Tom is available to maintain yards at the HOA's expense. (DONE)
  - Pam will contact Tom to maintain Canterbrook foreclosure if the bank has not assigned a lawn maintenance contractor
- Stop printing violation letters that only give homeowners 7 days to comply. Give homeowners at least 2 weeks. Also, may want to look into using post mark date depending when letters go out. (DONE)
- Order playground sign "Playground closes at dark. Trespassers will be prosecuted." (DONE)
  - The sign has been received and installed.
- Contact Brian to purchase 16 new chairs, restrap 24 existing chairs, and buy 2 new umbrellas (DONE)
- Schedule Spring inspection follow-ups (DONE)

From last month:

- Get back to Frank with Peachtree sign for solicitations (In-progress)
- Have Dawn send Barbara (welcoming committee) updates when a new neighbor moves into the neighborhood This information will be forwarded to a welcome committee (In-progress)

Frank

- Follow up with Holloway about sign orders from Peachtree (DONE)

Vince

- Invite Diana to board meeting to explain more about rental caps in the CCRs (In-Progress)

**From last month:**

- Get clarification on rental quotas for CCRs (In-Progress)

Monte

- Follow up with Pam about neighborhood watch

Barbara

- Summarize work done since January and send to Pam (DONE)

**From last month:**

- Submit bio and photo to Sherrie for newsletter (DONE)
- Follow up with Anne about welcoming committee (In-Progress)

Pam

- Announce adult swim night on website, Facebook, newsletter, and also notify Jessica and Pat (DONE)
- Print sign to advertise adult swim nights (DONE)
- Continue collecting mailbox and pine needle/mulch orders (DONE)
  - Orders were submitted to Carolina Mailboxes and Nicholson Farms

**From last month:**

- Follow up with Monte regarding neighborhood watch (In-Progress)
- Work on Google group (board, board & mgmt company, mailing list for neighborhood) (DONE)
- Contact Dave about website (classified listings, etc.) and block captains (In-Progress)
- Have Sherrie add temporary pool hours to newsletter (DONE)
- Have Sherrie add Patrick's contact info in newsletter (DONE)

Mike

- Contact Roof M All to remove signs unless work is in progress (DONE)
- Get quote for rubber mulch (In-Progress)

**From last month:**

- Follow up with Frank for basketball hoop guidelines (In-Progress)
- Mount locking mailbox in common area (In-Progress)
- Update ARC form

8:00            Review Financial report

8:10            Review status of Covenants Update, CCR Committee

8:15            Unfinished Business  
                  Spring inspection status and follow up  
                  Pine Needle/ Mulch Sale  
                          Extended deadline to June 15th  
                  Status of pool furniture repairs and purchases  
                          Seemed to be less pool vandalism this year since we did all the pool work.  
                  Update of new sign for play area  
                  No Solicitation sign for entrance and enforcement

8:30            New Business  
                  Discussion about building a club house and next steps.

Pool Clubhouse

- Pool study said there was no leak in the pool
- Another neighbor had drawn up some initial drafts that we will try to recover
- If there are any architects in the neighborhood willing to help with this project, it would be great if they could volunteer to help.
- We have a good reserve of money to put down the down payment
- We will call a special meeting on this project before making any final decisions (September maybe)

Lifeguards Banning People from the Pool:

- If the lifeguards have to ban someone for not following the pool rules this should be the policy
  - Get tag numbers to keep track of the number of violations
  - Ban for 1 day (24 hours)
  - After 3 incidences, notify management
  - Call supervisor/police if someone refuses to leave

Block party feedback:

- Organizers are responsible for cleaning off tennis courts before residents come to play the next morning
- Next year, the board will cover the cost of renting a dumpster and possibly a tent for shade

8:45 Set Next Meeting Date(s)

There will be no July HOA board meeting. However, hearings may be held on July 8<sup>th</sup> if issues have not been resolved. We are still setting the date for the August HOA board meeting.

8:50 Assign action items generated at this meeting.

Holloway Management

- Send a copy of the ARC form with first violation letter. Also mention where the form can be found online.
- Get estimates for tennis court maintenance/repair
- Dawn to send HOA board copies of violation form letters.
- Send updated A/R spreadsheet to Board
- Confirm that we received all the pool furniture that was ordered.
- Dawn to copy Barbara on welcome letters
- Update Spring violation/inspection letters for unresolved issues.
- Make sure pool management company knows about banning policy

From Last Month:

- Get back to Frank with Peachtree sign for solicitations

Frank

- Confirm no pool leak, get water tested
- Get initial club house drafts

Barbara

**From last month:**

- Follow up with Anne about welcoming committee (In-Progress)

Vince

- Create timeline for revising the HOA Covenants

**From last month:**

- Get clarification on rental quotas for CCRs
- Invite Diana to board meeting

Pam

- Email Holloway sign receipts
- Pam contact Tom to maintain Canterbrook foreclosure if the bank has not assigned a lawn maintenance contractor
- Send Thank you to Fred for pool work
- Have Sherrie add new pool policy to the newsletter

**From last month:**

- Follow up with Monte regarding neighborhood watch (In-Progress)
- Contact Dave about website (classified listings, etc.) and block captains (In-Progress)

Monte

**From last month:**

- Follow up with Pam about neighborhood watch

Mike

**From last month:**

- Follow up with Frank for basketball hoop guidelines (In-Progress)
- Mount locking mailbox in common area (In-Progress)
- Update ARC form (Add signature line, date received, etc.)
- Get quote for rubber mulch

9:40 Adjournment