

## **Spring Mills Board of Directors Minutes –January 16, 2018**

Present: Stephen Casimir, Jeremy Shen, Robert Ayrer, Tammy Catlett, Jessica Wood and Heather Field.

Absent: Ed Flake

Meeting was called to order at 7:00 P.M. by President Stephen Casimir.

Stephen welcomed homeowner, Cindy Powell, who may be interested in a seat on the board.

Minutes from the November meeting were accepted as submitted.

### **PRESIDENT'S REMARKS:**

Stephen said that the Bedington Fire Department is now formally charging for the meeting space instead of the board making a yearly donation for it, which increased from \$300.00 annually to \$500.00. The 2018 year has been paid.

### **FINANCIAL REPORT:**

Heather Field provided financial reports and bank balances.

There are only 13 residential and 1 commercial account that remain unpaid for a total of 2.4% of the total number of units.

### **COMMITTEE REPORTS:**

**Administrative:** Bob Ayrer proposed that the board review the credit policy to potentially change the terms. He would like it to be added to the agenda for next month.

**Architectural Control Committee:** Heather Field had no applications in December but one so far for January. The application will be approved but Heather brought to the board's attention that the person has not been paying their dues. The board agreed to keep the applications and collection matters separate as delinquent notices are sent out separately.

**Communication Reports:** Jeremy Shen said that due to a hosting and domain mix up, the website was down for about a week but has been corrected. Otherwise communications have been normal.

**Community Development:** The Christmas decorating contest winners were issued gift cards. 1<sup>st</sup> and 2<sup>nd</sup> place winners received theirs but the runner up has not been home to get his gift card.

**Compliance:** Heather Field reported business as usual with trashcans and parking as the biggest offenders.

**Grounds:** No news to report.

**Pool & Community Park:** No news to report.

**Roads:** Bob suggested having stop signs replaced as needed as some are fading.

**Neighborhood Watch:** No news to report.

### **Action/Discussion Items:**

**Insurance Premium:** Heather got a quote from Arndt-McBee Insurance for commercial property coverage with a higher deductible (from \$250 to \$1000). Arndt-McBee insurance stated that the increased deductible would decrease the payment by only \$112.00 annually.

After discussion, the board decided to wait until the plan renews to make any changes.

**Adopt Revised Officer's Manual:** Bob Ayer moved to adopt the Officer's Manual Revision. Jeremy Shen seconded. Motion carried unanimously.

**2018/19 Budget:** Bob Ayer took last year's budget and mid-year figures to determine the 2018/19 budget. Bob estimated 580 units (currently at 573). Bob will contact Allen Henry's sales department to determine if the estimated units are high enough.

Bob Ayer moved to adopt the 2018/19 budget. Jeremy Shen seconded. Motion carried unanimously.

**Finalize Parking Policy for pool & tennis court lots:** Postponed to February meeting.

**Bids for asphalt path repair:** The US Paving bid was not given prior to the meeting. Postponed to February meeting.

### **Old/New Business**

**Signage for new streets:** Adding street signage as new streets are completed. POC- Heather; ECD as street(s) are completed

**New Benches Installed:** 2 at tennis courts and 1 on the walking trail. POC- Ed Flake; ECD Mar 2018

**Signage for overnight parking:** Signage to prohibit stored vehicles. POC Ed; ECD Feb 2018

**Bids for boardwalk/decking:** on asphalt path. POC – Heather, ECD Feb 2018

**Finalize Parking Policy for pool & tennis court lots:** POC- Ed Flake; ECD Feb 2018

### **Next Meeting**

The next meeting is currently scheduled for Tuesday, February 20<sup>th</sup>.

Annual meeting to be held Tuesday, February 27<sup>th</sup>.

### **Upcoming Newsletter**

The article deadline for the May 10<sup>th</sup> newsletter will be April 23<sup>rd</sup>.

### **Motion Summary**

Bob Ayrer moved to adopt the Officer's Manual Revision. Jeremy Shen seconded. Motion carried unanimously.

Bob Ayrer moved to adopt the 2018/19 budget. Jeremy Shen seconded. Motion carried unanimously.

Bob Ayrer moved to adjourn, Tammy Catlett seconded. Motion carried unanimously.

Meeting adjourned at 8:08 P.M.

Respectfully submitted,

Ashley Arch, Recording Secretary

Stephen Casimir, President, Spring Mills Board of Directors

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