

**Spring Mills Board of Directors Minutes –November 20, 2018**

Present: Stephen Casimir, Jeremy Shen, Robert Ayrer, Ed Flake, Tammy Catlett, and Heather Field.

Absent: None

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

No visitors in attendance.

Minutes from the October meeting were accepted as submitted.

**PRESIDENT’S REMARKS:**

Stephen Casimir opened and has reserved Bedington Fire Dept. for next year’s meetings.

**FINANCIAL REPORT:**

Heather Field provided financial statements.

Bob Ayrer went over receivables. Claggett Management started process of notifying mortgage lenders of past due accounts. To date we are seeing a good response and collection from this process.

Heather stated a reserve CD will be mature on 11/27. She recommended rolling that money into a new CD with Alliance Bank at a 2.3% rate.

Bob Ayrer motioned to roll the maturing CD into a new CD with Alliance Bank at 2.3% APY. Ed Flake seconded. Motion carried unanimously.

The Brickstreet Insurance policy is set to renew on 12/18 and has decreased in cost from \$689.00 to \$631.00. Ed Flake moved to have the Brickstreet Insurance policy renew as is. Bob Ayrer seconded. Motion carried unanimously.

**COMMITTEE REPORTS:**

**Administrative:** Bob Ayrer had no additional comments.

Heather stated the cost for a Reserve Study update through Reserve Advisors would be \$3,050.00. Ed Flake moved to use Reserve Advisors to update the Reserve Study for 2019. Jeremy Shen seconded. Motion carried unanimously.

**Architectural Control Committee:** Heather Field received two fence applications. She is following up with CNB regarding their addition.

**Communication Reports:** Jeremy Shen has no news to report.

**Community Development:** Ed Flake has all rentals booked for the Santa visit on 12/15.

Stephen and Jeremy will be judging the decorating contest on December 19<sup>th</sup>.

**Compliance:** Heather Field discussed the Parking Rules & Regulations and enforcement procedures.

**Grounds:** Heather Field gave 2019 Maintenance contract bids from Botanica for \$22,680 and JPM for \$22,870. Botanica additionally gave a bid of \$12,865 for island re-plantings in the development. (See attached)

Ed Flake moved to adopt Botanica for the 2019 Maintenance contract and the landscaping improvements. Jeremy Shen seconded. Motion carried unanimously.

**Pool & Community Park:** Ed Flake outlined his plans for the next pool season.

**Roads:** No news to report.

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

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

**Annual Meeting Preparation:** Stephen asked members to look over the agenda and plan for the upcoming annual meeting in February.

### **Old/New Business**

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

**Jeter completion of asphalt path overlay:** POC: Heather, ECD Spring 2019

**Trim pines, etc., behind pool fence - POC Heather:** Spring 2019

### **Next Meeting**

The next meeting is Tuesday, January 15, 2019.

### **Upcoming Newsletter**

Article deadline is January 1 to be published by January 18th. Topics to be included:

- President's message
- Manager's message
- New construction status
- Holiday wrap-up, winners of contest, etc.
- Election info
- No street parking

Winter Events Postcard - Santa visit & Decoration Contest - Mail Date 12/01/18

**Motion Summary**

Bob Ayrer motioned to roll the maturing CD into a new CD with Alliance Bank at 2.3% APY. Ed Flake seconded. Motion carried unanimously.

Ed Flake moved to have the Brickstreet Insurance policy renew as is. Bob Ayrer seconded. Motion carried unanimously.

Ed Flake moved to use Reserve Advisors to update the Reserve Study for 2019. Jeremy Shen seconded. Motion carried unanimously.

Ed Flake moved to adopt Botanica for the 2019 Maintenance contract the landscaping improvements. Jeremy Shen seconded. Motion carried unanimously.

Bob Ayrer moved to adjourn, Jeremy Shen seconded. Motion carried unanimously.

Meeting adjourned at 8:24 P.M.

Respectfully submitted,

Ashley Arch, Recording Secretary

Stephen Casimir, President, Spring Mills Board of Directors

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