

Minutes Spring Mills Board of Directors –February 21, 2017

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

Absent: Gerald Bowers

Meeting was called to order at 7:03 P.M. by President Stephen Casimir.

Stephen Casimir reported that he received and accepted Debbie Scott's resignation from the board. She will continue to volunteer her time to the Architectural Committee and help with the Facebook page.

Minutes from the January meeting were accepted as submitted.

FINANCIAL REPORT:

Heather Field provided bank balances and financial reports.

Bob Ayrer reported that there are three additional months of operating expenses, pool shower repainting, and possibly some planted trees which would leave a projected surplus. He stated the finances are in good, solid, shape and expects to make up the deficit on the reserve account.

Bob pointed out that Kelly has been doing a great job collecting money from delinquent accounts. Many have begun making payments.

COMMITTEE REPORTS:

Administrative: Bob Ayrer asked the board for permission to use the Spring Mills reserve study as a sample at the EPOHOA workshop. The board gave permission for use of the reserve study.

Architectural Control Committee: Heather reported there were no applications in January.

Communication Reports: Jeremy Shen has been in communication with DH WEB. DH WEB wants some new photos for the website. Ed Flake recommended using a paid and reputable photographer as many potential buyers will be looking at the website. Both Ed and Stephen recommended the same photographer, Justin Stewart.

Jeremy stated that the domain needs to be renewed at \$25.00 for a two year renewal. He will clarify with DH WEB that it is not already included with the fee. If so, he will use DH WEB, if not, he will be renewing with the current host.

Community Development: No news to report.

Compliance: Heather Field's latest inspection had many minor issues and she expects violations to continue to pick up as the weather gets nicer.

Due to a parking complaint and multiple violations on Morningside, Ed Flake suggested asking Tammy Catlett if she was interested in covering Morningside Drive for parking violations. Since she lives on Morningside she would not only have a vested interest but she will easily be able to keep an eye on any issues. If Tammy is interested, the Board discussed making her part of the Compliance Committee.

Grounds: Jeremy Shen and Heather Field will be getting with Nova Pennington for tree recommendations and quotes.

Neighborhood Watch: No news to report.

Pool & Community Park: Ed Flake recapped the meeting he held regarding 2017 pool operations.

He discussed sending invoices earlier to allow for processing time so that residents can get in the pool when it opens. Per discussion, the invoices will be sent with options to pay online with quicker processing and suggesting how long to allow for any payments made so that residents are aware of the timeframe before their pool pass will be available.

Roads: Heather Field met with Robert Butts regarding the drainage on Morningside. Mr. Butts gave a bid for \$980.00.

Mr. Butts also looked at the land erosion behind Ed Flake's home and another spot along TJ Jackson. He suggested building up the land where erosion had taken place. He felt if the land was disturbed too much along the road it would create further problems. The cost for adding dirt in these two spots are TBD.

Bob Ayer moved that Robert Butts complete both jobs not exceeding \$2,000.00. Jeremy Shen seconded. All in favor. Motion carried.

Heather sent specs to Jeter Paving for additional speed bumps and is waiting on a response back.

Action/Discussion Items:

Annual Meeting: Will be held February 23, 2017 at the Bedington Fire Station.

The board discussed the annual meeting's agenda as well as how to handle elections/nominations for board members and volunteers.

Grounds maintenance proposals: Bob Ayer moved to accept JPM Landscaping's bid and exercise the option for a 2-year contract which will also reduce the cost. Ed Flake seconded. All in favor. Motion carried.

2017/2018 budget review and approval: Bob Ayer distributed and reviewed the proposed 2017/2018 budget.

Bob Ayrer moved to accept the proposed budget. Ed Flake seconded. All in favor. Motion Carried.

Reduction of operating assessments: Since commercial lots have been sold off as residential properties Bob proposed reducing commercial operating assessments.

Bob Ayrer moved to reduce the operating assessments for commercial accounts by 25%. Ed Flake seconded. All in favor. Motion carried.

Payroll Contract for 2017: Heather Field suggested using Payroll Service LLC for the pool staff in order to keep payroll and tax forms in-house.

Ed Flake moved to switch to Payroll Services LLC for payroll services. Bob Ayrer seconded. All in favor. Motion carried.

Single player backboard for tennis court: Heather Field got a quote from Sport Systems, LLC for \$7,054.00. Heather will let the homeowner know that the cost of this amenity is not a feasible addition to the tennis court at this time.

Date for Halloween trick-or-treating: Trick-or-treating will be held on October 31st.

Holiday decorating contest: Heather received an email from the homeowner of the winning home of the decorating contest featured in the newsletter stating that his home, 615 TJ Jackson, was featured but labeled as 599 TJ Jackson. 599 TJ Jackson was issued a gift card for winning. Per discussion, a \$25.00 gift card will be given to the homeowner for the mix up.

Old Business / Open Items

Web Hosting: Collecting recommendations for a new web site design and contract. Current web hosting is due 30 Nov 2016. POC- Ed; ECD April 2017

Grass seed near Radcliff home: To be done in spring where trees were removed. POC- Jeremy/Heather; ECD March 2017.

Common areas neglected by Landscaper: Common area behind Debbie Scott's house being maintained by residents. Review area and add to landscaping map for inclusion on contract renewal. POC- Bob; ECD March 2017

Violation/Fine Policy: e.g. grass parking, basketball hoops, etc.... POC- Bob; ECD March 2017

HOA Insurance Policy review: Review current insurance policy to insure we have correct and adequate coverage. POC- Stephen; ECD April 2017

Speed Bumps: Additional speed bumps on Dartmouth, Morningside and possibly TJ Jackson. POC- Heather, ECD March 2017

Next Meeting

The next meeting is currently scheduled for Tuesday, March 21st.

Motion Summary

Bob Ayrer moved that Robert Butts complete both jobs (drainage on Morningside and TJ Jackson repairs) not exceeding \$2,000.00. Jeremy Shen seconded. All in favor. Motion carried.

Bob Ayrer moved to accept JPM Landscaping's bid and exercise the option for a 2-year contract which will also reduce the cost. Ed Flake seconded. All in favor. Motion carried.

Bob Ayrer moved to accept the proposed budget. Ed Flake seconded. All in favor. Motion Carried.

Bob Ayrer moved to reduce the operating assessments for commercial accounts by 25%. Ed Flake seconded. All in favor. Motion carried.

Ed Flake moved to switch to Payroll Services LLC for payroll services. Bob Ayrer seconded. All in favor. Motion carried.

Jeremy Shen moved to adjourn. Ed Flake seconded. All in favor. Motion carried.

Meeting adjourned at 9:10 P.M.

Respectfully submitted,

Ashley Arch, Recording Secretary

Stephen Casimir, President, Spring Mills Board of Directors

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