

Alyson Pond HOA  
Board of Directors Meeting  
March 16, 2011

**Present:** Adam Gartenberg, President, Jennifer Riddle-Wilson (Vice President/Interim Treasurer), Paul Martin (Architecture), Rory McDermott (Facilities Chair), Mimi Raub (Secretary), Matoka Snuggs (Charleston Management Representative)

**Absent:** Bill Pappas

**Others Present:** 1 homeowner

I. The meeting was called to order at 7:00 pm by Adam Gartenberg, President. A Quorum was designated by the Board of Directors and homeowner attendance.

II. The Minutes from the Annual Homeowners Meeting held on January 19, 2011 will be posted on the Alyson Pond website and approved at the next Annual Meeting in January 2012.  
Open forum for the Homeowners: There were no questions, concerns or comments.

**III. Committee Reports:**

Architectural: (Paul Martin)

- Two requests were approved for home improvements.
- There were no letters sent regarding property maintenance.
- Paul attended a conference on behalf of the HOA Board regarding new legislation that could have an impact on how Homeowner Associations do business with regard to transparency and notification. Paul reported that Alyson Pond is doing things well for the most part.
- The Architectural Request Form will be revised and Matoka will post it to the Alyson Pond website.

Facilities: (Rory McDermott)

- Rory reported the following improvements: pansies at the front entrance replaced, parts replacement/upgrades for the toilets in the clubhouse, new chain put on the pool gate to replace the stolen one.
- A discussion ensued about the schedule for clubhouse inspection following parties as the clubhouse was found to be in disarray by a homeowner before their event. Board Members have traditionally taken on this task and assignments will be made.
- Delivery of trash cans to the curb was also discussed and one Board member has volunteered to take on this task.
- Repair/maintenance of the parking lot was discussed and Matoka will solicit bids and provide them to the Board via email for approval.
- Lights at the front entrance also need some maintenance and the contracted electrician will be called for the annual service.

Social:

- A Chairperson is still being sought to fill this Board position.
- Adam reported that Erica Penney is willing to plan the events for the children. A person is still needed to plan activities and events for the adults.
- A discussion followed about free rentals for businesses sponsoring a community wide event. Such requests will be declined and an official response will be composed for future requests.

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- The next social event is the Easter Egg Hunt; Adam will contact Erica.
- The Newsletter is due and Adam requested ideas for articles. Adam volunteered to publish the newsletter.

**IV. Unfinished Business**

- Adam announced the Board positions: President - Adam Gartenberg, Vice President / Interim Treasurer - Jennifer Riddle-Wilson, Facilities – Rory McDermott, Bill Pappas, Architecture - Paul Martin, Secretary – Mimi Raub, Social - pending.
- Another meeting will be convened to refine the Master Plan. The Board is interested in generating greater community involvement and ideas were explored including: newsletter articles, blogs, and incentives to attend the meeting.
- Matoka will seek bids for a Message Board to be placed at the Clubhouse / Pool entrance as this was an idea well endorsed by the residents at the Annual Meeting discussion of the Master Plan.

**V. New Business**

- Paul is updating the architectural guidelines and will submit them to the Board for approval. This update is specific to service standards for contractors providing services to Alyson Pond for landscaping, pool maintenance, etc.
- All the Board members voiced their desire to have more homeowners in attendance at the quarterly meetings and again ideas were explored (guest speakers, drawings, socialization prior to the meetings with refreshments, etc.)

**VI. Financial Report**

- A Certificate of Deposit is maturing and it was determined to roll it over for another six months.

**VII. Management Report**

- Two homes in the neighborhood are in foreclosure.

**VIII.** Confirmation of the next HOA Meeting: May 18th at 7:00pm.

**IX.** Meeting adjourned at 7:58 pm

Submitted by Mimi Raub, Secretary