

**Alyson Pond HOA
Board of Directors Meeting Minutes
March 16, 2016
7:00pm at the Alyson Pond Clubhouse**

Present: Adam Gartenberg (President), Jenipher Riddle-Wilson (Vice President), Matoka Snuggs (Charleston Management), Nathan Scarlett (Facilities), Celeste Reinholtz (Social Chair)

- I. The meeting was called to order at 7pm by Adam Gartenberg and a quorum was designated by the Board.
- II. Minutes for the January 2016 HOA Board meeting were approved as submitted.
- III. Homeowners Forum
 - 4 homeowners were in attendance in addition to the HOA Board.
 - One homeowner asked if more adult social events could be held.
 - One homeowner proposed we build a skateboarding park with a half pipe and volunteered to research the costs and help fundraise. The board expressed concerns with the idea around the issues of noise, space, and insurance liability.

IV. COMMITTEE REPORTS:

Facilities

- Clubhouse renovations look great. Floors, kitchen cabinets, sink, range oven, microwave, and refrigerator were all replaced. There are some concerns about uneven spots in the floor. This was discussed with the installer during inspection who gave feedback that it is result of uneven areas on concrete slab.
- Discussed the need to prevent walls from being torn up by guests hanging posters with tape directly on walls.
- The Board discussed the clubhouse rental cleaning checkup process. Currently rotating board members are responsible for checking on the clubhouse after each rental to verify it has been cleaned, mopped, and trash removed. This frequently puts board members in the position of either calling neighbors to ask that they return to clean, or choosing to clean up after the renter themselves. After discussing alternatives to the process, the Board decided on the following adjustments:
 - Board members will continue to checkup after rentals, but will contact Charleston Management if the clubhouse is not cleaned and mopped. Charleston Management will then notify the renter to follow up.
 - No longer allow Friday + Sunday rentals (back to back rentals were already not allowed). This will allow Charleston Management to have time to notify renters (during the workweek) if there is an issue that needs to be resolved.
- Parking lot will be repaired this week, finishing the water main replacement work from last year.
- Rusted ventilation panels on pump house doors have been ordered and will be replaced soon.
- Lighting contractor bid for LED replacement of all 42 bulbs at entrance has been received. Durant Trails is having similar replacements done. Decision was made to wait to see how new lighting at Durant Trails looks before moving forward with our LED replacements.
- Pool will be open the Saturday before Memorial Day. Pool opening party will be planned (Thanks Celeste!)

Architectural

- 2 Architectural Change requests were received; one was approved (install fence and remove 2 trees) and one is still under review (roof replacement).
- No violation letters have been required since the last meeting.

Financial Report

- Account balances as of February 2016:
 - Checking = \$25,184
 - Reserve = \$53,838
 - A/R = \$3,979

Unfinished Business:

- Tennis Court Reconstruction
 - The Board has been requesting bids and advice for repair of the tennis courts. The courts are now in a state where patching and repainting is not effective, and require reconstruction. Bids received thus far range from \$58,000 to \$95,000. To raise funds for such an expense will require a special assessment, which must be approved by the homeowners at a specially called meeting. Responses from 60% of the homeowners would be required, with a 2/3 majority in favor of the proposed assessment.
 - The board discussed alternatives to replacing the tennis courts, such as converting the space to a field. The board concluded it is our responsibility to maintain the amenities of Alyson Pond and should first pursue the reconstruction of the tennis courts via a vote from the community on a special assessment.
 - The board discussed possible timelines for the special assessment vote and payment due dates. One open question at the time of this meeting was if it would be allowed to hold the special assessment vote in 2016 but make the payment due date 2017.
 - First choice: If allowed by the bylaws, the Board wishes to hold the special assessment vote as soon as possible this year, but set the due date for the payments as March 2017, with reconstruction work to follow.
 - Second choice: If the special assessment vote and payment are required to be in the same calendar year, the Board would like to notify the community of the details/costs now, but postpone the vote until Jan 2017.
 - (After this meeting Charleston Management received advice from a lawyer that we can pass a special assessment this year and spread the payments over multiple years. This confirms the First Choice above is viable. Once all bids are finalized and questions answered, the Board will send a letter with details and a notice of a special assessment vote meeting to every homeowner.)

New Business

- The pool maintenance company used by Alyson Pond, Carolina Pools, is moving out of the area. The guys that were performing our maintenance are starting their own company and have offered us a reduced rate to retain our business. The change will save us \$2000/year. The Board approved the change.

Management Report

- As of Feb 29 there were 11 homes with outstanding dues for the first half of 2016 and three have made partial payment.
- Annual Meeting planned for May. Board members Erica and Karsh will have terms expiring. These two seats plus an open seat will make 3 spots up for election.

Confirm day and time for next meeting: Wednesday, May 18, 2016

Meeting was adjourned at 8pm.