

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

Present: Jenipher Riddle-Wilson (Vice President), Celeste Reinholtz (Social), Nathan Scarlett (Secretary/Facilities), Rory McDermott (At-Large), Matoka Snuggs (Charleston Management)

Not Present: Erica Penny (Facilities), Adam Gartenberg (President),

Homeowners: None Present

- I. The meeting was called to order at 7:04pm by Jenipher Riddle-Wilson and a quorum was designated by the Board.
- II. The minutes of the September 21 2016 Board Meeting were approved.
- III. Homeowner Forum
 - No homeowners were in attendance
- IV. Committee Reports
 - Facilities
 - i. No updates.
 - Architectural
 - i. Outstanding architectural change requests were discussed.
 - Social
 - i. Celeste suggested having a community wide contest for best decorated home (exterior lights/decorations), with small gift cards as prizes for the top 2 or 3 finalists. Award could be presented at the holiday party.
 - ii. Holiday party dates were discussed. The evening of Dec 9 (Friday) was proposed.
- V. Unfinished Business
 - Tennis Courts
 - i. CourtOne (selected tennis court construction vendor) recommended performing drainage work immediately after tennis court reconstruction, but not before. Heavy equipment used during repaving could damage any new drainage work if done prior. We will follow this recommendation.
 - ii. A financial reserve and cost spreadsheet was created by Adam and sent as a proposal prior to the board meeting, including a calculation of the dollar amount required by special assessment per household. The worksheet was reviewed in detail and updated based on current HOA reserve account balance. The calculation takes into account existing reserves, money needed for unexpected expenses, and existing commitments. The additional amount needed, to be approved by special assessment, comes to \$383 per household. The board unanimously approved moving forward with scheduling a special assessment meeting, pending additional agreement of board members not present.
 - iii. The board discussed next steps. A detailed letter describing cost and benefits of proposed tennis court reconstruction should be created to accompany meeting notice that will be mailed to all homeowners. General timeline discussed: meeting notices to be mailed early December, assessment vote meeting to be scheduled late January, payments to be due no earlier than late March 2017.
 - Tree Trimming
 - i. The planned tree trimming around the tennis courts can be scheduled to occur while the fence is down during the tennis court reconstruction next year.
- VI. New Business
 - One seat is now open on the HOA Board, vacated by Ed Faulkner who has moved. If you are interested in serving on the board (through 2018) please contact anyone on the board.
- VII. Financial Report

Finances are in order.

- Checking Oct \$16,697
- Reserve Oct \$45,914
- A/R Oct \$2,876

VIII. Adjourn
The meeting was adjourned at 8:03pm.