

ELIZABETH TOWNES BOARD MEETING

Minutes of 05/19/2011

- I. Meeting called to order at 7:30 PM.
Ladonna Walden, Jim Cannon, Pat Hedrick, John Picinich, Gordon Cole and Joe Magnaghi in attendance.
- II. April 2011 minutes approved with a motion to approve from Joe Magnaghi and John Picinich 2nd. All board members in favor.
- III. Action Between Meetings:
 - A. Phone tree message to Elizabeth Townes homeowner's in regard to the landscape company.
- IV. Treasurer Report:
 - A. John reported on financials with all board members in attendance. Elizabeth Townes Profit and Loss for the month of April is \$28,293.94 which includes CD's. The P&L does not reflect \$5,000.00 to be transferred to reserves. Three homes in Elizabeth Townes will be sent foreclosure letters by the attorney's office the end of this month. Motion to approve report from Gordon Cole and Jim Cannon 2nd. Motion was passed with all in favor.
- V. Unfinished Business:
 - A. Detention pond update:
TKB Services has kept board member, Joe Magnaghi and Management Company president, Toby Frye up to date on the progress of repairs and approximately when all repairs will be completed. The re-routing of the discharge piping on the smaller pond was completed May 9th. They augured the 8" pipe between the pond and the wet-well. Removed 8' of solid willow tree roots and have sleeved the pipe with schedule 40 PVC. The floats are to be changed by this week and ponds will be working properly. Both sites are totally dry.
 - B. Complaint & Request for Permanent Injunction update against homeowner at 9510 Elizabeth Townes by the Elizabeth Townes Board of Directors update is as follows: The homeowner request for an extension is still open until the end of the month. No additional information is currently available.
 - C. Landscape Company Update:
The Elizabeth Townes Board and Management Company continue to monitor the new landscape company on what our communities expectations are for service and performance. Board discussed all aspects of the landscape company and it was determined that we have our Management Company present the board with three new bids for landscape service. A motion was made by Jim Cannon and 2nd by Gordon Cole with all members in favor of soliciting for new bids.
 - D. Pool Update: Contract with Pool Company is open for review. Board member Jim Cannon requested that this be discussed at the next meeting. He would like to review and investigate what the current contract covers. Jim will report his findings at the next board meeting. The board is to have paper towel dispensers installed in the pool restrooms this month.
 - E. Speeding in the Community: Speeding and running stop signs in the community was discussed for the safety of all residents and children. A call was made to an Elizabeth Townes resident in response from neighbors that complained of speeding in the community. Safety is important and the board is taking this action seriously. Violation letter will be sent to homeowner. The board will be looking into ways to stop reckless and unsafe driving in Elizabeth Townes as well as continually running stop signs.
 - F. Speed bumps or an alternative for slowing down speeders was discussed and board members felt additional time is needed in researching not only cost but also the need. Between meetings additional information will be gathered for further discussion in June.

VI. New Business:

- A. Monthly activity sheet received from Solid Rock for the month of April. Board and Management Company will continue to work together and improve the format as well as the time board needs to receive for monthly discussion. Activities were reviewed and discussed by all board members.
- B. Board prepared a list of expectations from the Management Company. All board members signed the list that was discussed outside of the Management Company contract. Board president will scan and e-mail to Solid Rock. Copy will also be sent to all board members.
- C. Board members discussed the current procedure for pre-foreclosure letters that are currently in place. The procedure for now is a pre-closure letter is mailed after 90 days and after this the process begins. Board members conclusion is a warning letter should be sent in 60 days and the lien process begin in 90 days. Board member, Gordon Cole is to prepare a warning letter that will be open for discussion in June. A motion was made by Gordon Cole and 2nd by Jim Cannon with all board members in favor.

VII. Violations:

- A. Violations in the Elizabeth Townes community have been addressed. The board has prepared and approved three letters for the process. Homeowners are asked to report any violations to Solid Rock.
- B. Homeowner on Elizabeth Townes is to receive violation letter for speeding.
- C. Several violation letters to be sent out for improper storage on porch, trash cans not properly stored in garage or fence. Back patios used for storage or unsightly items.
- D. Animal droppings are always a concern in the community. This is an effort of the entire community to report anyone that is not picking up after their pet. Pat Hedrick researched a company in Charlotte called Poop 911. The initial cleanup is \$175.00, \$89.95 bi-weekly or \$124.95 monthly. To have a station installed the cost is \$400.00 each. Cost after the stations are installed will be based on the use of supplies. Pat indicated that she did this to show what the service cost and how important it is for all homeowners to do their part. If homeowners do not report the violators then this service could possibly be necessary. Motion was made for this service but was nay.
- E. Rust stain on siding is due to A/C unit and is responsibility of homeowner to have completely cleaned after A/C is repaired.
- F. Cars parked on curb in front of home. Cars parked on grass in common area. The board has multiple violations and letters will be sent this month.

Meeting adjourned at 9:35 P. M. motion by Gordon Cole and John Picinich 2nd.

Minutes taken by Pat Hedrick, Board Secretary