

**Elizabeth Townes HOA**  
**Elizabeth Townes HOA Board Meeting Minutes**  
**June 23, 2015 at 6:00 PM**

- I. **Call to Order: 6:00 PM** Board members in attendance were: Jim Wells, Madison Locklear, LaDonna Walden, Mike Etheridge and Susan Azukas. Absent: Barbara Gillis.
- II. **Approval of May Meeting Minutes:** LaDonna motioned to approve as amended. Susan seconded. All in favor.
- III. **Review of May Financials:** Madison motioned to approve. Susan seconded. All in favor.
  - a. **Delinquencies** -

One property is in lien status; we do not wish to proceed with any further action at this time. Susan motioned, LaDonna seconded. All in favor.

One property has been sent a payment plan letter to sign. As of 6/19, there has been no response. LaDonna motioned to wait another month, Mike seconded. All in favor.

One property requires address verification to determine further action. Said property and the others CAMS requested lien approval by the board were denied as none of them are over 90 days. We can revisit these next month.
- IV. **Old Business**
  - a. **Water Usage**
    - i. **Leak Repair on Delores Ferguson:** Completed.
    - ii. Barb has indicated that she is still hearing possible water leaking. As for the leak in the community, we would like to move forward in getting a scope for the entire community. LaDonna stated: The worker repairing our water leak said to do a leak investigation which would only cost man hours, and off the record around \$300. We cannot be sure of this quote.
  - b. **Update on Violations** –

There were 6 properties which received at least 2 letters. The Board discussed the ones regarding articles left in front yard, garbage cans left out past the time allowed, garage door left open. Fence installed without an ARC, pine tree planted without an ARC issues need further discussion. No decisions were reached. The violations concerning the commercial vehicles, LaDonna motioned that we would like to ask that they park in the driveway for now until we continue the discussion on how to resolve. Jim seconded. All in favor.
  - c. **Update on Work Orders** –
    - i. **Pine Tree Removal Request** – Incident #1445353 – Motion passed to approve removal of the lower limb but not the entire tree.
    - ii. **Siding Repair Resulting from Inspection Report** – Incident #1446344 – Motion passed to make siding repairs.
    - iii. **Woodpecker Damage** – Incident #1447083 – Motion passed to make repairs.
    - iv. **Tree Roots Invading Sidewalk** – Incident #1447566 – This unit is on the list for concrete repair and will be taken care of at time of repair.

- v. **Ongoing Project of Rotting Back Door** – Incident #1442506 – This project is in process.
- vi. **Sidewalk Cracking** – Incident #1444294 – This will be taken care of at time of full scale concrete repair project.
- vii. **Mold on Front of House** – Incident #1447275 – This will be addressed during the upcoming pressure washing project.
- d. **Concrete Review** – This is tabled due to CAMS waiting on revised quotes from vendors.
- e. **Pool Update** – The caulking job was completed, but the price was higher. However we still saved money.
- f. **Gutter Cleaning/Power Washing Update:** As of 6/19/15, 19 owners have signed up for gutter cleaning, which is tentatively scheduled for July 6<sup>th</sup>. Pressure washing is tentatively scheduled for the week of July 6<sup>th</sup>. Stacy emailed for owners interested in driveway at \$50/driveway. Email blasts will go out next week when dates are confirmed. CAMS received email from a homeowner who felt that the HOA should pay for all pressure washing. Currently it is not in the budget to pay for cleaning gutters or pressure washing for driveways/sidewalks. We ask that Stacy respond to the homeowner stating that we are not charging the homeowners for pressure cleaning the units. We are offering homeowners the option to have the service provided at the homeowner's expense because not every unit will be pressure washed this year, only the ones which have been designated most in need. The homeowner has the option of having this done to their driveway/sidewalk if it is in his/her best interest and paying for it at a reasonable group rate (also avoiding a separate trip charge for Welch).
- g. **Pond Update:** Electrical work is scheduled for June 22<sup>nd</sup> and the fountain install for June 23<sup>rd</sup>. Small pond repairs are scheduled for June 19<sup>th</sup>. Small pond fence repairs have been approved by the driver's insurance and scheduled for early July.
- h. **ARC** –
  - i. **Bryant Field trees** – Tree near home was denied. Tree nearest road can stay. Jim indicated that he had approved the planting by signing a paper to that effect which was witnessed by another party. Also the opinion was that the one tree could not be moved to area in back of unit because there is no room due to it being fenced in. LaDonna motioned to have a meeting with homeowner to seek some resolution and determine a compromise. Mike seconded. Motion failed due to majority of no votes. Madison made a new motion to revote to approve the ARC and leave trees with the stipulation that this be a one time occurrence and not set a precedent. Susan seconded. Jim approved. Those opposed: Mike and LaDonna.

V. **New Business**

- a. **Landscape Update:** Barbara was not present to provide.
- b. **Lift Station Repairs:** We received a lengthy history and quote from Carolina Lift Stations. Board discussed how to move forward with these repairs as it appears

these items were not budgeted. The reserve contributions this year appear to be about \$36,000, however it is not delineated as to what should be spent this year. Since it is the belief that the repairs have not been considered to be “emergency”, we feel they should be reviewed and budgeted for in the coming year.

c. **Updates to Homeowners Guide**

i. **Dumpster Policy/Rules for Pots/Décor:**

1. The board does not agree to the garbage changes
2. Madison motioned and LaDonna seconded. All were in favor of the following: Changes to #9 -A maximum of five (5) pots are permitted in front of each property. Pots must be in good condition and aesthetically pleasing. Only live plants are permitted in pots. Changes to #10 – A maximum of one (1) yard flag, one (1) bird feeder, and two (2) statues (**one foot maximum height**) are permitted in the front yard. All other décor must not be visible from the street.

VI. **Other**

- a. **Action List for Stacy** – After each meeting, to keep things on a more timely basis to hopefully help Stacy, we will prepare an “Action List” and strive to communicate it to her by email right after the meeting.
- b. **Quotes for Insurance** – LaDonna motioned to ask Stacy to begin investigating a few quotes for a new insurance carrier, keeping in mind that it not be a detriment. We are not sure when our current policy expires. Mike seconded. All in favor.

VII. **Adjournment – 8:30 PM**

**Next meeting – Thursday, July 30, 2015**

**Place – South County Regional Library**

**Time – 5:30 PM**

Respectfully submitted by Susan Azukas, ETHOA Board Secretary