

ELIZABETH TOWNES BOARD MEETING

Minutes of 09/15/2011

- I. Meeting called to order at 7:35 PM.
Ladonna Walden, Jim Cannon, Pat Hedrick and John Picinich in attendance. Toby Frye with Solid Rock was also in attendance.
- II. July 2011 minutes approved with a motion to approve from Jim Cannon and Ladonna Walden 2nd. All board members in favor.
- III. Action Between Meetings:
 - A. Board did an electronic approval to cut down Crape Myrtles that are 6' or less close to homes. The bids that the board will be reviewing are also to include grinding the roots.
 - B. Gordon Cole, board member resigned from the Elizabeth Townes Board.
 - C. Joe Magnaghi, board member resigned from the board via e-mail on the afternoon of September 15, 2011.
 - D. Board conducted an open forum on September 10, 2011 at the pool. All homeowner's were invited to attend with any questions or concerns they may have.
- IV. Treasurer Report:
 - A. John Picinich reported on financials with board members Ladonna Walden, Jim Cannon and Pat Hedrick in attendance. Elizabeth Townes Profit and Loss was reviewed and recorded for the months of July and August. John reported that additional \$5,000.00 approved by the board was on the July financial statement. John also reported that the August reserves have not been posted yet and he will follow-up with Lynn at Solid Rock. Toby acknowledged that he too will discuss with Lynn in the morning. The tax return has been received by Solid Rock. Rowell, Craven & Short has sent the final draft for the audit as well as the Management Representation Letter for the board signature. They will prepare the paper work once the signed letter is received and send the copies. Should receive in about a week. Foreclosures in Elizabeth Townes remain at a total of five with an additional three that will be receiving pre-foreclosure letters this month. Budget for 2012 was reviewed but some minor changes need to be made therefore; the board will be meeting September 21, 2011 to discuss and review for final approval. Motion to approve report from Pat Hedrick and Jim Cannon 2nd. Motion was passed with all in favor.
- V. Unfinished Business:
 - A. Detention pond update:
Toby Frye with Solid Rock has followed-up with Tim Barbee in regards to the pond that is not completely draining. Mr. Barbee states that the contact is shortening out which causes the pond to not drain completely. We haven't had a lot of rain but he plans to be on the property in the next week to make the repairs. Mr. Frye will follow-up with the repairs. Mr. Barbee owns TKB Services and the board have requested his presence to the Elizabeth Townes annual meeting for a brief explanation of the ponds to all homeowners.
 - B. Tree Trimming and Removal Update:
The board has received the bid from Heaven and Earth for cutting down trees and grinding stumps. There are two more bids that should be available for review by Wednesday of next week. Board members will meet at the pool for discussion Wednesday evening and vote for the company that is to do the work. The bids have been difficult to come by from tree trimming companies due to their work schedule from all of the storm damage.

- C. Fence at Pool:
Board members reviewed and discussed bids from three businesses to remove the existing 4 ft. fence at the pool and replace with a 6ft fence. Board members Ladonna Walden, Jim Cannon, Pat Hedrick and John Picinich all approved for Betel to do the job. Toby Frye will get the written contract to the board members.

VI. New Business:

- A. Monthly activity sheet received from Solid Rock for the month of August. Activities were reviewed and discussed by all board members. Board has asked for Toby to develop a new design for the new board. Toby agreed. This has been tabled until the new board is elected.
- B. Terminix contract was received and reviewed with all board members in favor of renewing for another year.
- C. Toby Frye with Solid Rock Properties is overseeing the process for replacing roofs in Elizabeth Townes. He will be working to obtain three reliable roofing company bids. Once the contracts have been received and the companies have presented to the board as to how the process will be handled, the board will then vote.
- D. All board members agreed that this year the annual meeting is to be held at the South Charlotte Community House. All board members also agreed that homeowners will lose their privilege to vote if HOA dues are past due.

VII. Violations:

- A. Hearings were set for this evening. One homeowner wanted to discuss the power washing and staining of the fence. Problem was resolved after discussion and homeowner agreed to complete by the first of November.
- B. The additional homeowner's that received hearing letters did not appear. All board members agreed on a fine and an additional fine for every day the violation was not corrected. Letter to be sent to the homeowner.

Meeting adjourned at 9:45 P. M. motion by John Picinich and Jim Cannon 2nd.

Minutes taken by Pat Hedrick, Board Secretary