# **CREEKSIDE VILLAGE HOMEOWNER ASSOCIATION, INC.**

# **AGENDA-BOARD OF DIRECTORS MEETING**

# **Date: Tuesday, June 11, 2019**

# **Time: 7:00 P.M. - Annual Board Meeting**

# **Place:** **309 Conner Grant Rd, New Bern, NC**

# **CALL TO ORDER/ROLL CALL 7:00 P.M.**

# **WELCOME/INTRODUCTIONS 7:00 P.M.**

# **HOMEOWNER/GUEST CONCERNS 7:05 P.M.**

## (Questions formally requested by a homeowner)

# **IMMEDIATE ACTION ITEMS 7:15 P.M.**

## Review services

### Property Manager

### Insurance (waiting for refund)

## Resolution Bank Account holders & signatories

## Financial Report

### Monthly operating reports & Annual Assessments

#### Delinquent assessments

## Violations

# **OLD BUSINESS 7:20 P.M.**

## Events

### Neighborhood fall common area cleanup on a Saturday Morning –Nov 16

### Yard sale - Set a annual date

### Attendance

## Quarterly newsletters, Facebook, & HOA Website

## Corporate Bylaw missing signature page

## Bank Reserve Account

# **NEW BUSINESS 7:30 P.M.**

## All business should go through Property Manager first

## New pond company starts in June

## Meetings family friendly

## Newsletter/websites ideas

## Next meeting location

# **OWNER /GUEST CONCERNS AND/OR COMMENTS 7:45 P.M.**

# **ADJOURNMENT TO EXECUTIVE SESSION 8:00 P.M.**

1. Discussion of Delinquent Owners
2. Discussion of owner in violation of the governing documents
3. Personnel Issues

Next meetings: Tuesday, Sept 10th 2019 7PM at 309 Conner Grant Rd.; Tuesday, Dec 10th 2019; Monday, Jan. 6th, 2020

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**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS**

**CREEKSIDE VILLAGE HOMEOWNERS ASSOCIATION, INC.**

Date: Tuesday, June 11, 2019

Time: 7:00 PM

Place: 309 Conner Grant Rd, New Bern, NC

Present: Victoria Forguson, President; Angela Desmond, Vice-President; Kelly McGroder, Secretary

Absent:

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**APPROVAL OF AGENDA:** The meeting was called to order at 7:00 PM and the agenda was approved.

**APPROVAL OF MINUTES:** **VICTORIA MONTIONED AND SECONDED THE MOTION TO APPROVE THE BOARD MEETING MINUTES of MARCH 12, 2019. THE MOTION PASSES UNANIMOUSLY.**

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| **Items of Business** |

**WELCOME/INTRODUCTIONS:** Victoria welcomed owners and introduced the board of directors.

**ESTABLISH QUORUM: (50%=55.5)**

**CORRESPONDENCE: (Summary of Letters\Reports to Board)**

**FINANCIAL REPORT:** Delinquent assessments were explained. Board members agreed that lawyer letters will be sent for delinquent assessments and lien letters sent to unpaid accounts, if not paid by August 1.

**OLD BUSINESS: Reviewed bids on services.**

 Insurance: Switched insurance companies in April. We are watching for the refund from the Robinson Policy.

 Pond Maintenance: New pond contractor started June 1st.

 Property Manager: Victoria explained the researched companies.

 **VICTORIA MOTIONED AND KELLY SECONDED THE MOTION TO SWITCH PROPERTY MANAGEMENT COMPANIES FROM MANAGEMENT PROPERTIES TO TJS PROPERTIES INC.**

 Corporate Bylaw missing page – We decided to check again to make sure the page is missing before paying an attorney to create one.

 **VICTORIA MOTIONED AND KELLY SECONED THE MOTION TO CREATE A BANK RESERVE ACCOUNT**

 Upcoming Events: Fall neighborhood cleanup Sat, Nov 16th 10-12AM; Next newsletter Mid Aug.

**NEW BUSINESS:** Victoria reviewed the proposed BB&T bank resolution with the board for the removal of Steven Maharrey as the account holder since he is no longer a homeowner**. VICTORIA MOTIONED AND ANGELA SECONDED THE MOTION TO APPROVE NEW ACCOUNT HOLDERS; KELLY MCGRODER, & VICTORIA FORGUSON AND SIGNATORIES; JANEY FIGUEROA, CHRISTINA FIGUEROA, & PATRICIA LOCK FROM REAL ESTATE MANAGEMENT SERVICES. VICTORIA MOTIONED AND ANGELA SECONDED TO CREATE A RESERVE ACCOUNT WITH TWO AUTHORIZED SIGNERS; PRESIDENT VICTORIA FORGUSON AND SECRETARY KELLY MCGRODER.**

The board has been working on getting all the missing HOA legal documents in order and documented correctly. The property manager should be contacted first about all community issues or business so that we can legally have them documented. Board discussed ways to increase attendance and share information with residents.

**OPEN FORUM:** Those in attendance were invited to share any concerns or questions at this time.

**FURURE BOARD MEETINGS:** All unit owners are welcome and encouraged to attend our quarterly meeting. If you cannot attend and have a question or a comment, you’d like to share please call the property manager. Dates for upcoming meetings are Tuesday, Sept. 10th 2019 at 309 Conner Grant Rd; Tuesday, Dec 10th 2019; Monday, Jan. 6th, 2020

**MEETING ADJOURNED:** **Executive session**

**VICTORIA MOTIONED AND SECONDED THE MOTION TO ADJOURN THE MEETING AT 8:05 PM. THE MOTION PASSED UNANIMOUSLY.**

 **Next Meeting: Tuesday, Sept 10, 2019**

Respectfully Submitted by: Kelly McGroder, Secretary