

WELBOURNE MANOR H.O.A.

END OF YEAR MEETING MINUTES

November 18, 2010

- 1) The meeting was called to order at 7:11pm.
- 2) Board members attending: Jim Gorski, Amy Rednour, Jeff Courts and Gerry Saunders.
- 3) Previous board meeting minutes reviewed and approved. Motion by Jeff and 2nd by Jim. All agreed.
- 4) Committee Updates

Financial – Jim spoke on Mike’s behalf since he is out of town.

- Our assets are about \$57,000. We are pleased since this amount is over the average amount we usually have at this time and without raising dues.
- We are \$13,300 in the positive with only a few bills left for the year. We should have a surplus of about \$10,000.
- New Budget for 2011 was reviewed.
 - a. Dues will remain the same with the \$50 credit per half for residents who have participated with any committee or attended a meeting.
 - b. A \$20 late fee will remain for those who are over 55 days late with their dues.
 - c. Majority of bills will remain the same.
 - d. Thanks to Dan Suer, Mark Jackson and the landscape committee on a great job this year. They were able to exceed our expectations, and have budgeted \$7000 less for 2011!!
 - e. Our social events help set our neighborhood apart from the others. We have a great sense of community here and those social event costs will remain for 2011.
 - f. If the numbers remain as planned we will have a surplus of \$14,000 in 2011. All surplus money from 2010, 2011 and 2012 will be put in the “pool reserve” account. We currently have about \$28,000 in our reserve. We will continue to set aside money as to ease any amount needed in the future for our pool. We are hoping not to have any large, one time assessment fees for pool maintenance or replacement. See Pool Committee update.
 - g. Opened for Questions:
 1. John asked if it was possible to save money if we could have one of our own neighbors, who are a CPA, do the accounting. Could this save us \$4000 a year? Jim’s response: Our bylaws require us to have a “financial review” done by an independent CPA each year. We discussed why this bylaw is in place and why we wouldn’t want to change it. Our current accounting firm includes this review along with their monthly services. Jim’s understanding is that it would be costly to hire an accounting firm to handle just our review. Jim agrees we may be able to find a different firm to do the same work for a better price. John offered to do research on this subject and present it to the board.
 2. The budget was approved without any objections.

Modifications – Doug Meyer

- We had 7 requests for modifications and only 2 of those were denied. One was denied due to guideline 6.6) which states all exterior siding must be wood. The other request was submitted for a fence with three 3 different types of materials as options. Due to guideline 6.17) which states only a split rail fence is permitted, we approved their third option.
- Diane prompted a discussion about that guideline and others in general. In regards to the fence issue, it was agreed that while other types of fences may look nice they wouldn't if adjacent to different types. Jim did explain the process of how to change a bylaw or guideline.

Rules & Complaints – Jeff Courts

- We had a complaint of vandalism to a mailbox. The board discussed different options which included surveillance cameras and a neighborhood watch. The board decided to wait and see if this was an isolated incident or an ongoing problem. We have had no other complaints of this nature.
- We have had ongoing complaints regarding a commercial van that has been parked on Tarragon Court. The owner of the van has been spoken to on several occasions. The owner informed Jeff the van was moved to the St. Max parking lot which was approved by the church. The complaints continued and the board was made aware there are 2 vans in violation. The owner has repeatedly and continuously been in violation. Jeff has made many attempts to have the owner comply with the bylaws. The vans were gone briefly after each attempt. The board will take a more firm and formal action prior to their next scheduled meeting.
- Mr. Menego confirmed the violations. Mr. Menego said the van violations have been continuous over a year. We discussed the possibility of any township violations that may be enforced regarding running a home business out of your home. Jim explained the board is able to assess fines for any violations. If the fines are not paid we can even put a lien on that property. We currently have a lien on one property. We try to resolve all situations amicably. The board will discuss what steps will be taken next.
- Our most recent complaint was regarding a shed. Jeff immediately called and spoke to the owner as soon as he was informed. The owner said he had already purchased the material and paid to have it built. The owner was informed this was a very clear violation of the bylaws. The owners have requested a meeting with the board. We will comply with this request. The bylaws are very clear regarding outbuildings and structures. With the holidays approaching this matter will take time but we understand the urgency with our neighbors. The board will resolve this situation.
- This prompted a conversation regarding roof replacements. Our roofs are nearing their maximum life. We saw many roof replacements after the Hurricane. All roof replacements do require a modifications request. Doug Meyer and Amy Rednour will put in the next Welbourne Wave all modifications that require an approval along with how to obtain paint for the light posts and mailboxes.

Landscaping – Dan Suer

- Went over the budget. Discussed how drainage issues out front were improved and that we will continue address this issue. Thanked Mark Jackson for the services his company has provided. We will seed in March. There are some dead pines that will be taken down with the help of some of our neighbors. Dan would like to add “street captains” for each street. He feels this would help the landscape committee know what is going on with each street. He would also like to address the rusty sewer lids by painting them. He does need help with the trimming. He tried to do this by himself which was overwhelming. The tennis court grasses, roses, bushes and trees will be trimmed in the spring. Trees are still slightly leaning but will continue to be trimmed. The entire outside pool light system was replaced, at no cost. New system has better lights.
- Dan had several people give him ideas. The burning bushes, along the outside of the pool across from the Savaglio’s property, are crowding the walkway. Dan will talk with the Savaglio’s before making any decisions. Remove the pine trees inside the pool area since they are old and create a mess with the sap and needles. The pines could be replaced with a nice wood arbor for shade. There was some discussion to wait until we replace the pool. If we don’t replace the pool for 10-12 years we may need to address before then. The last idea given to Dan was to paint the pool house. While he agrees it would be great he does not feel that responsibility lies with his committee.
- We all thanked Dan for the outstanding job he did this year!!

Pool – Jim spoke on Deanna’s behalf since she was unable to attend the meeting.

- Jim thanked Deanna for doing such a great job this year. A committee was formed to research all details regarding replacement of the pool. Their first report to the board revealed we have 10 – 12 years left with our current pool. The pool was opened in June 1988! Obviously we will have maintenance issues during those years. The price for a new high end pool was estimated to cost around \$200,000. We definitely will postpone a replacement pool until needed. The committee will continue to research the subject and keep in mind pool ordinances like size of pool not requiring a lifeguard. Jim did look into the excess water bills. A crack and puncture hole were found. The puncture hole was found to be the same size as the end of a chair leg. It is possible the hole was made by a larger person standing or jumping on a chair that was in the pool. Mr. Savaglio informed Jim his tree near the pool seems to be dying and his sump pump appears to be running longer than normal. This would confirm the idea of large water loss from the pool. The pool will be fixed in the spring. Mary Gorski suggested we all take an interest in protecting our pool. It is for the neighborhood and we should correct any wrongs we see being done. We discussed the board has already researched surveillance cameras and will continue if needed.

5) Board Position Nominations and election – Cindy Kariofiles

- The two open positions are for Member at Large and Vice president. These positions would be for 2 years and will start after the first of the year. Our next meeting will be in February. Jim asked for volunteers.
- Randy Klipson volunteered for the Member at Large position. He resides at 5734 Somerset Drive. Diane seconded the nomination. Jim motioned the nomination and all approved.
- We still need a Vice President. Cindy will try to find a volunteer.

6) Open Items

- Jim asked about our Christmas lights for our subdivision. We would like to have a beautiful entrance that we are proud of. After much discussion we all decided that Jim will look into a professional service. He has approval of up to \$500 without an additional vote. Jo Suer suggested that after one year done professionally we could buy the lights and we can replicate.
- John asked if could call Welbourne Farms if they will help with our landscaping bills since they use our entrance. Jim said he will follow up with their HOA president.
- Gerry Saunders reminded everyone that the basketball court is for precisely that and not for parking cars.
- Dan asked if anyone was electrician who could look at the small house at our front entrance. This was supposed to light up but has been broken. Russell will take a look and see if he can fix.
- Diane just wanted to let all of us know how pleased she is to see our real estate values are going up. She feels it is largely due to our wonderful neighbors and what we have to offer as a neighborhood. Thanks Diane and we all agree!
- Kate Caron at 5659 Somerset Drive requested a copy of the bylaws. Jim said he will provide them to her.
- Jeff asked if anyone called the township about the deterioration of our streets. Dan said he has in the past. There was much discussion about our streets and how Cinnamon Woods streets have been done several time. Jeff and Dan will find out when the next township meeting is and let all of us know so we can attend. The more we voice our concerns the better chance we have for repair.
- Suggestion for painted house numbers on the curbs was brought up. The curb numbers can be very helpful for emergency response vehicles. Our bylaws only require residents if posting numbers they must use brass numbers on the mailbox post. They are not required to post numbers. Board will continue this discussion and try to come to some sort of decision or options.
- Randy let us know that his website welbournemanor.org is up and running. This site provides all the Welbourne Manor information. He hopes to have all forms, meeting minutes, bylaws and budget on the site for anyone to review. Dan offered to scan the bylaws and email them to Randy. Mr. Menego offered to provide Jim with his complete and original copy of the bylaws that include the approved paint chips.

7) Adjourned at 9:02pm

- a) The next meeting will be in 2011. Happy Holidays!