

Harps Mill Woods HOA

Meeting- Minutes – 12/1/2015

Attendees:

Mark Jones- President - Absent

Don Nelson- Vice President - Present

Brenda Campbell- Treasurer – Resigned effective November 13, 2015

Jaime Weathersby - Board Member - Present

Gail Wawrzyniak- Secretary - Present

Homeowners in attendance included Janet Cummings, Pete Banco, Scott Reston, Terri RaFalik, Lois and Bill Foster.

The meeting was held at Millbrook Exchange Community Center – Room 1

1. Call to Order of Meeting by Vice President Don Nelson at 7:00 pm
2. Minutes from the previous Meeting were approved by the HOA Board and posted to the website.
3. Officer Reports:
 - a. President – Absent, but nothing to report
 - b. Vice President – Nothing to report
 - c. Treasurer – Resigned, no report.
4. Committee Reports
 - a. Architectural – No new requests.
 - b. Social – Halloween party was well attended and they had a great turnout. This holiday season, they will be caroling with kids through the neighborhood. It is currently scheduled for Monday, Dec 21st around 7pm. They will be sending out a flyer to see if homeowners would like to have them stop at their home to sing.
5. Old Business
 - a. Emergency Pool Phone – no update
 - b. Page in Facebook where people can list themselves if they'd like to offer services to the neighborhood – Discussed briefly, but not quite sure how to do it yet. Scott will make Don Wawrzyniak and Gail Wawrzyniak admins for the Facebook group page.
6. New Business
 - a. Brenda Campbell tendered her resignation on 11/13/15. We have options at this point to nominate and vote on another resident to take on that position, or to go with an outside agency (CPA/HOA Management Company) to take on the Treasurer function. Don Nelson will request quotes from companies so we can compare options at the February meeting along with looking for volunteers from the residents.
 - b. A request for volunteers for this position will be added to the mailing that is sent in advance of the February Annual Meeting.
 - i. The Annual Meeting will be held at the Millbrook Exchange Park Community Center – Room 2.
 - c. Parking discussion regarding a homeowner who felt they were being unfairly targeted. Discussion that a number of homes have received complaints filed by various individuals. One

of the complaints the homeowner had was that they were being charged for late fees when it was stated that the covenant violation fees would be done with the HOA Dues. Board agreed that any covenant violation fees will be incurred throughout the year and then invoiced at the same time as the annual dues. In the case of this particular resident, the board agreed to waive the late fees, but the covenant violation fees will still be incurred. A letter will be sent to the homeowner with this information as well.

- d. Don Nelson indicated that he needs additional letter holders for the large white signs that we place at the neighborhood entrances for announcements.

7. The meeting was adjourned at 7:46 pm.

The Next meeting on February 2, 2016, to be held at the Millbrook Exchange Park Community Center, Room 2.

Minutes submitted by Gail Wawrzyniak Secretary on 12/8/2015.

Action Items –

Don Nelson to get quotes from CPAs/HOA Management firms regarding fees to handle treasury functions.

Gail Wawrzyniak to develop the annual letter to be mailed in January

Gail Wawrzyniak to draft letter to homeowner with complaint regarding Covenant Violation and Late Fees

Don Nelson to buy additional letter holders for the white billboard signs.