

**Harps Mill Woods HOA
October 3, 2017 Board Meeting Minutes**

Meeting Day, Date: Tuesday, October 3, 2017

Attending:	
Board Members: Gail Wawrzyniak, President Ron Alford, Vice President Brenda Campbell, Treasurer Lois Foster, Member At Large, ARC Chair Donna Saldo, Secretary (Special Appointment)	ARC Committee Member: Janet Cummings Homeowners Attending: 1

Meeting Called to Order: 7:00PM. Meeting was held at the No. Raleigh Library-7009 Harps Mill Rd. at no charge.

Board Meeting Minutes: June 6, 2017 Board Meeting Minutes with 2 edits and August 8, 2017 Board Meeting Minutes were approved unanimously.

Agenda:

- Action items from previous board meeting status
- President and Vice President Report
- Treasurer Report
- Social Report
- Architectural Committee Report

Outstanding Action Items from August Board Meeting Update:

Both items completed.

President and Vice President Report:

Website reconfigured with fresh content, menu, etc.

Pool area diseased trees need to be removed and approximate cost is \$2000. To be budgeted for 2018.

Architectural Request Form updated and uploaded to the website.

City of Raleigh had an incorrect mailing address for HMW HOA and it has been corrected.

Trouble ticket issued and completed concerning HOA Board and homeowners emailing issue.

2017 HOA Activities Report has been created and posted to the website for convenience, with the intent of improving communication to the homeowners. This will serve as an At-A-Glance recap of actions and activities completed during the year for the HOA community.

Board agreed to close the pool October 7, 2017

A new Umbrella had been purchased and delivered.

Treasurer Report:

Reviewed year to date expenses vs. budget, bank balances, and anticipated remainder of the year spending. Anticipate pool exceeding budget due to the extended operation because of the major repairs delaying the opening. All other items are in line. Discussion occurred concerning the remainder of 2017 expenses and 2018 operation and expenses.

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Items to be completed and paid for by year end:

Pool electrical panel is rusting and needs replacing, estimated cost \$800.
Baby changing table purchased and installed, signs updated, estimated cost \$300.
Replace the outside pool princess phone with phone rated for exposure to weather.

A list of items to be budgeted for 2018 are:

Pool area diseased trees removal \$2000
Pool deck cracks properly repaired-need estimate
Pool stairs and board walk-need estimate (the City of Raleigh Improvement Program matching funds up to \$1000)
Pool parking lot striped lines repainted-need estimate
More frequent-regular summer season maintenance of all HOA common areas-need estimate

Capital Expenditures/Special Assessments

Pool will need to be resurfaced in 7-9 years, and based on a current cost quote of \$20,000, with a future estimation of \$22,000 needed, board approved that each homeowner will need to contribute roughly \$191. Using the average of 8 years, every homeowner will be special assessed \$25 per year, specifically for that capital improvement expenditure.

An increase of the annual HOA dues will be needed for 2018 because of more frequent common area maintenance requested consistently by homeowners and because the amount of homeowners who volunteer their time to mow, trim, repair, etc. have dwindled to a few. These homeowners, past and current, have been extremely generous with their time, equipment, gas and such, and deserve a SHOUT OUT now and at the annual Homeowners Meeting!

Social Committee Report:

Planning is underway for the annual Halloween Party, October 21, 2017 from 3-5 PM, to be held at the pool. The theme this year is Trunk or Treat with prizes, and other popular children activities. This event does not replace the City of Raleigh's declared Halloween Trick or Treat night. More information about this event will be sent ASAP.

Architectural Committee Report:

In closed session, the Committee reported ARC requests, pending compliance matters and a new non-compliant issue. The appropriate measures will be taken by the board to resolve the situations.

Next Board Meeting: Not announced. Reminder HOA can reserve the Library room providing it requests 30 days out.

Meeting adjourned: 8:30 PM.

Active Action Items Summary:

1. 2018 Budget prepared for review at December Board meeting-Brenda
2. Purchase, sign arrangement and installation of changing table in pool bathroom-Gail & Brenda
3. Pool SER panel replacement-Ron
4. All weather phone-Brenda
5. City of Raleigh Improvement Project for 2018-Donna