

**Harps Mill Woods HOA  
December 5, 2017 Board Meeting Minutes**

**Meeting Day, Date:** Tuesday, December 5, 2017

<b>Board Members:</b> Gail Wawrzyniak, President Ron Alford, Vice President Brenda Campbell, Treasurer Lois Foster, Member At Large, ARC Chair Jaime Weathersby, Member At Large	<b>Attending:</b>  <b>ARC Committee Member:</b> Sharon Pike <b>Homeowners Attending:</b> 1
---	---

**Meeting Called to Order:** 7:04 PM. Meeting was held at the No. Raleigh Library-7009 Harps Mill Rd. at no charge.

**Board Meeting Minutes:** October 3, 2017 Board Meeting Minutes approved unanimously.

**Agenda:**

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

**Outstanding Action Items from August Board Meeting Update:**

1. 2018 Budget prepared for review at December Board meeting-completed
2. Purchase of changing table in pool bathroom-completed (to be done in spring: sign arrangement and installation)
3. Pool SER panel replacement-completed
4. All weather phone-completed
5. City of Raleigh Improvement Project Subject for 2018-completed

**President and Vice President Report:**

Overview of income generated by HOA annual dues and special assessment verses annual expenses and capital improvement needs, including future re-plaster of pool surface (forecast is 8 years, depending on wear and weather). Board unanimously approved annual dues of \$205.00 per year and an 8-year special assessment of \$25.00; designated specifically for pool re-plaster.

Annual Homeowner Meeting scheduled for February 6, 2018, need Meeting notice and budget mailed to membership to comply with 30-day notice requirement. Lois requested to reserve the No. Raleigh Library-7009 Harps Mill Rd. at no charge. Note: the reservation can only be done 30 days before the event.

**Treasurer Report:**

Reviewed 2017 year-to-date Treasurer Report and with 3 weeks left in the year, on track to meet bottom line of budget. Presented 2018 Budget with discussion of line items, budget amounts and sundry other items. Brenda will make the necessary edits and provide copies to include with the 2018 Annual Owner Meeting Notice.

**Harps Mill Woods HOA  
December 5, 2017 Board Meeting Minutes**

**Social Committee Report:**

Jaime will organize and manage the Children Christmas Caroling Event, which is planned for Thursday, December 21 at 7 PM. Flyers will be distributed to all homes.

**Architectural Committee Report:**

The Committee reported there were no ARC requests, and the board members have 2 pending compliance matters underway per previous Executive Session decisions.

**City of Raleigh Neighborhood Improvement Funds Report:** The March 8, 2017 Committee Report was distributed and discussed. The board decided that Item 3, 3 sets of Pool Stairs/Landings would be the project for 2018. Quotes from 2-3 contractors should be obtained. Donna will ask for the project specification quotes to be estimated with consideration the project is likely to be done in stages, because of total anticipated cost. Board has budgeted \$1000 for this project in 2018 Budget, with city matching funds of \$1000.

**Next Board Meeting:** Annual Owner Meeting, February 6, 2018. Lois will oversee reserving Library room.

**Meeting adjourned:** 8:30 PM.

**Active Action Items Summary:**

1. 2018 Budget prepared for meeting notice-Brenda
2. 2018 Annual Owner Meeting Notice-Gail
3. Quotes for Pool Stair/Landings Replacement for City of Raleigh Improvement Project for 2018-Donna