

# Harps Mill Woods Homeowner Association

PO Box 99081, Raleigh, NC 27624

January 19, 2021

Happy New Year's, Homeowners! We take this time every year to inform all homeowners of important information and upcoming events.

## ***HOA Dues***

Our regular annual dues for 2021 are \$225.00. There is also a special annual assessment of \$25 that goes towards the sandblast and plaster of the entire pool surface, anticipated to be needed in 2024-2027 at an estimated cost of \$20,000. We are half-way towards our goal in 2021. That brings the total 2021 HOA Dues to **\$250**. Your household should have already received the invoice in December. Payment is due no later than January 31<sup>st</sup>, 2021 to avoid an interest charge. If you did not receive the invoice, please send an email to [treasurer@harpsmillwoods.org](mailto:treasurer@harpsmillwoods.org). Checks can be mailed to the PO Box listed above.

## ***Annual Meeting***

***Our annual meeting will be held at 7:00 pm, on Tuesday, February 2nd, 2021 via a virtual Zoom meeting. Details will be provided via email and in the Facebook group space.***

There are two board positions open, the Vice President position and a fifth member that was not filled in 2020. **A vote to install 2 Board Members** by those attending the meeting or by proxy will be necessary.

***Please fill in the names of your candidates on the Proxy Vote form and provide it to a board member Brenda, Greg, or Chris, or to a current HMW homeowner prior to the Virtual Annual Meeting to vote on your behalf.***

- If you would like to be nominated for the board, please inform any board member or email [board@harpsmillwoods.org](mailto:board@harpsmillwoods.org) of your interest prior to February 1, 2021 so your name can be added to the ballot. Prior experience is not a requirement. A list of candidates will be included on the website after February 1.
- Nominations will also be taken from the floor at the meeting.

## ***Contact Information***

Website: [www.harpsmillwoods.org](http://www.harpsmillwoods.org)

Facebook: search for "Harps Mill Woods

Neighborhood" in Facebook and select "Join"

NextDoor: select "Find Your Neighborhood" and then search for "Harps Mill Woods"

Board Email: [board@harpsmillwoods.org](mailto:board@harpsmillwoods.org)

Please let us know if you have any suggestions, questions, or concerns. We hope to make this year the best one yet!

It has been our pleasure to serve this association in 2020. We look forward to seeing you at the meeting.

## **Be a Good Neighbor...**

The most frequent HOA violations continue to be parking and yards. Please be reminded of the increased fines and timing on both violations:

- Fines will start at \$50 and be charged after the 2nd warning notice is sent to the homeowner.
- Fines will accumulate for each subsequent complaint received for the period of 90 days following the date of initial complaint.
- Fines will be billed immediately and must be paid within 30 days or interest will be added.

Additional areas of concern:

- Remove garbage and recycle bins from the curb in a timely manner
- Please clean up after your pets

To file a complaint regarding any covenant violations please visit our website.

**For Meeting Agenda – Turn page over →**

# **Harps Mill Woods HOA**

## **February 2, 2021 Annual Meeting Agenda**

1. Meeting Call to Order 7pm  
Virtual meeting via Zoom
2. New Business
  - a. Election of Board member (2 Vacancies)
  - b. Architectural Committee – Vote on Committee Members
3. Board Reports:
  - a. President- Greg Wiggs
  - b. Vice President Open Seat
  - c. Secretary – Chris LaVallee
  - d. Architectural Committee – Janet Cummings
  - e. Social Committee – Kathryn Mueller
  - f. Treasurer- Brenda Campbell
    - i. 2020 Budget Actual
    - ii. 2021 Budget
4. Other Business
  - a. Comments/questions/concerns from meeting attendees
5. Adjourn General meeting

All 2021 board members are asked to remain for a brief time to set a date for the next Board Meeting, elect officer positions for 2021 and assign any action items.

**PROXY**

If you are unable to attend the meeting, please provide this proxy to a board member (Brenda, Greg, or Chris) or a homeowner who will be attending the meeting to vote on your behalf.

Please indicate the name of up to **three homeowners** that you know are willing to serve or seek nomination at our annual meeting.

Board Member Candidate: \_\_\_\_\_

Board Member Candidate: \_\_\_\_\_

Board Member Candidate: \_\_\_\_\_

Homeowner's Signature (only 1 vote/proxy per household): \_\_\_\_\_

Homeowner's printed name: \_\_\_\_\_

Property Address of above signature: \_\_\_\_\_

In addition, I **DO / DO NOT** (*please circle one*) authorize (name of person voting on your behalf) \_\_\_\_\_ to vote on **any other matters** of Harps Mill Woods HOA Association business that may arise at the Annual Meeting on February 2, 2021. The agenda is provided on the back of the Annual Letter.

***Form must be provided to the board prior to the meeting on February 2, 2021***

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The Harps Mill Woods Homeowner Association is self-managed, and the duties of board positions are below. All board members participate with the homeowners on key issues concerning our neighborhood: protecting the value of the property, improving the appearance and condition of the pool area, enforcement compliance of home and yard appearance, street parking, etc.

**President:** Leads the board at meetings and works with board to resolve neighborhood issues as they arise. Reviews and signs all contracts for capital expenditures, as well as those involving the pool and major repairs within the limits of the board approved annual budget. Homeowner must be a board member to hold this position.

**Vice President:** Assists the president with above duties as necessary and manages all social events within the approved budget. Homeowner must be a board member to hold this position.

**Treasurer:** Handles all financial transactions from deposits of annual dues in the HOA bank account to paying all regular bills (e.g., utilities, contracts), as well as repairs and reimbursements for association expenses as directed by president, vice president and secretarial positions incurred during the performance of their duties. Non-board member may hold this position.

**Secretary:** Handles all mass communication for the association including website, email messages and mailed letters to homeowners. Maintains contact information on homeowners, takes minutes at all HOA meetings and mails individual letters to homeowners who are not following the deed restrictions in our neighborhood as directed by the board. Non-board member may hold this position.