

# Harps Mill Woods Homeowner Association

PO Box 99081, Raleigh, NC 27624

January 8, 2024

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

## **HOA Dues**

Please reference the invoice addressed to each individual homeowner to review your HOA amount. HOA payments are due no later than January 31<sup>st</sup>, 2023, to avoid an interest charge. If you did not receive the invoice or have any specific questions, 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 6th, 2024. Please see the virtual meeting information below: 2024 Annual HOA Board Meeting**

Please join my meeting from your computer, tablet or smartphone: <https://meet.goto.com/254619533>

You can also dial in using your phone: **Access Code: 254-619-533 United States: +1 (646) 749-3122**

Get the app now and be ready when your first meeting starts: <https://meet.goto.com/install>

**A vote to install Board Members and Committee members** by those attending the meeting or by proxy will be necessary.

### Current Board Members:

President – Open

Vice President – Open

Secretary – Bob Paeglow

Treasurer – Brenda Campbell (Term completed, willing to stay 1 year to transition replacement)

At Large Members: Samantha Morgan

### Committees:

Social Chair - Open

Architecture Member - Open

Please fill in the names of your candidates on the Proxy Vote form and provide it to a current board member listed above 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, social chair or architecture committee, please inform any board member or email [board@harpsmillwoods.org](mailto:board@harpsmillwoods.org) of your interest prior to February 3, 2024, 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 3.**
- 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"

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. We look forward to seeing you at the meeting.

2024 Meeting Dates: 2/6/24, 4/2/24, 6/4/24, 8/6/24, 10/8/24, 12/3/24

**See the meeting agenda on the back!**

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

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

- Fines can be up to \$100 and will 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.

# Harps Mill Woods HOA

## February 6, 2024 Annual Meeting Agenda

1. Meeting Call to Order 7pm
  - Virtual meeting via GoTo Meeting
2. New Business
  - a. Election of Board member (3 Vacancies)
  - b. Architectural Committee – Need Committee Member
  - c. Social Committee – Need chair and additional committee members.
3. Board Reports:
  - a. President- Open Seat
  - b. Vice President Open Seat
  - c. Secretary – Bob Paeglow
  - d. Architectural Committee – Janet Cummings, Ron Alford
  - e. Social Committee – Open Seats
  - f. Treasurer- Brenda Campbell
    - i. 2023 Budget Actual
    - ii. 2024 Proposed Budget
4. Other Business
  - a. Comments/questions/concerns from meeting attendees
5. Adjourn General meeting.

All 2024 board members are asked to remain for a brief time to set a date for the next meeting and elect officer positions for 2024 and assign any action items.

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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. A homeowner must be a board member to hold this position, in the absence of a named person a majority of Board members will substitute.

**Vice President:** Assists the president with above duties as necessary and manages all social events within the approved budget. A homeowner must be a board member to hold this position. In the absence of a named person a majority of Board members will substitute.

**Treasurer:** Handles all financial transactions at the direction of the HOA Board. A 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. A non-board member may hold this position.

**Architecture Committee:** Meet with homeowners when architectural updates are requested via website form. Ensure appropriate signatures from neighbors and request fits within HOA guidelines.

**Social Committee:** Work to plan events for the neighborhood leveraging a yearly budget (pool party, holiday events, etc.).

## PROXY VOTE

If you are unable to attend the meeting, please provide this proxy to a board member (Bob Paeglow or Samantha Morgan) or a homeowner who will be attending the meeting to vote on your behalf. Proxy vote can be sent via mail to: PO Box 99081, Raleigh, NC 27624 or email at board@harpsmillwoods.org.

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: \_\_\_\_\_

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

Committee 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 6, 2024. The agenda is provided on the back of the Annual Letter.

***Form must be provided to the board prior to the meeting on February 6, 2024***

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