

Abingdon Village Homes Association

Monthly Minutes

August 14, 2017

Officers:

President	Donna Astern
Vice President	Charisse Keys
Treasurer	Robin Dickinson
Secretary	Vicki Nuvill
Pool Director	Johnnie Waters
Maintenance Director	Scott Astern
Architectural Director	Sabrina Arehart
Hospitality Director	Charisse Keys
Manager (non-board)	CFM (Ashley May)

Board of Directors:

Donna Astern	Exp 2017
Charisse Keys	Exp 2018
Robin Dickinson	Exp 2017
Vicki Nuvill	Exp 2017
Johnnie Waters	Exp 2019
Scott Astern	Exp 2018
Sabrina Arehart	Exp 2019
Jordan Patterson	Exp 2019
Vacant	Exp 2018

Meeting called to order on August 14th, 2016 7:31 pm

Present: Donna Astern, Johnnie Waters, Scott Astern, Sabrina Arehart, Vicki Nuvill, Charisse Keys, Jordan Patterson, Robin Dickinson

Absent: all present

Agenda:

- Secretary
 - Approve July Monthly Minutes
 - VOTE: Vicki presented the minutes. Donna made a motion to approve. 2nd by Scott. Motion carried.
 - VOTE: By email, Robin was approved by the board to take over as the treasurer. Donna made a motion to ratify the vote. 2nd by Scott. Vote was ratified.
 - VOTE: By email, to approved Poor Folks bid for removal of tree debris. Vicki made a motion to ratify the vote. 2nd by Charisse. Vote was ratified.
- Treasurer
 - Robin presented the monies spent and taken in the past month.
- President's Report
 - VOTE: Donna made a motion to go into Executive Session. 2nd by Sabrina. Motion carried. Executive session @7:45 pm.
 - Discussed update from attorney, manager's report, violations, bids for bridges.
 - VOTE: Charisse made a motion to adjourn the executive. 2nd by Vicki. Motion carried. Executive session ended @ 7:55 pm.
- Vice President's Report
 - Verizon Hole Covers – Verizon reports they are done. Charisse will follow-up.
 - Culverts – No news from the city.
- Hospitality Director
 - Clubhouse rentals – none
 - Welcome packets – none distributed. A couple of homes have sold.
- Pool Director
 - Donna presented. So far, we've had approximately 1100 people use the pool this season – an average of 15 people per day.
 - Lifeguard – discussed use of the clubhouse during extreme heat and weather. Due to abuse by the lifeguard last season, the board has been hesitant to allow access this season.
- Maintenance Director
 - Fire Permit – due this month. The inspection is scheduled for the end of the month.

- Repairs – front plate at the double doors has been installed, key box in the office installed and organized, and office was cleaned and painted.
- Old Business
 - Online board training update – Johnnie thought the training was helpful and had a lot of good information.
 - Next training – Oct 7th CAI Board Leadership Workshop or online course continuously available and takes approximately 5 hours to complete.
 - Doormats – purchased and donated by Charisse & Andre Keys.
 - Horseshoe backdrop – will be installed after the tree debris is removed.
- Architectural Director
 - VOTE: Shed Request – discussed request received. Sabrina made a motion to approve the request. 2nd by Charisse. Motion carried.
- New Business
 - VOTE: Copy of survey map. Donna found an original map in the office. She went to the county and purchased a couple copies. Discussed options – frame or laminate? Tabled until next month.
 - VOTE: Motion made by Robin to approve Douglas Building to repair (pickets kicked out) the bridge Anderson. Jordan 2nd. Motion carried.
 - VOTE: Motion made by Sabrina to approve Douglas Building to rebuild the bridge on Amherst circle. Robin 2nd. Motion carried.
 - VOTE: Motion made by Robin to approve Douglas Building to replace handrails and warped boards on the bridge behind Babson. Sabrina 2nd. Motion carried.
 - VOTE: Motion made by Vicki to renew LJ’s Lawncare contract. Scott 2nd. Motion carried.
 - VOTE: Winter Pool contract. Motion made by Robin to renew winter contract with High Sierra. Scott 2nd. Motion carried.
 - Budget Considerations
 - Revision of documents in 2018 – discussed having current attorney work on the revision. They reworked last time and will have to update to current code which will save the association a lot of money.
 - Allocation of reserves – need to allocate based on the reserve study.
 - Upcoming 2018 projects from 2014 reserve study – work session to be scheduled later.
 - Pool expenses – review – look over all numbers and discuss later.
 - New Board Planning
 - Expiring Terms – Discussion about upcoming vacancies.
 - Nominating Committee
 - Charisse has been appointed as head of the committee.
 - Manuals for each office/Dept – bring to the next meeting
 - Donna would like each board member to bring a manual which outlines their duties to the next board meeting.
 - Software for website. Donna will research new software. Jordan will also do some research.
 - Labor Day Pig Pickin’ & Free Swim Day – BBQ @ 1pm
 - Pig, supplies, takeout boxes sale, etc. – pricing a 100-150 lbs. pig.
 - Sept Tasks & Projects
 - Audit – will be done the end of September.
 - Finalize budget – will meeting on Sunday to discuss.
 - Reserve school for annual meeting – Donna will set up.
- Upcoming Events
 - Sept 11th BOD Meeting
 - Sept 16th Community Yard Sale
 - Oct 8th BOD Meeting
 - Oct 14th Clean Up Day & Cookout
 - Oct 16th Annual Membership Meeting

- Oct 20th New Board Transfer
 - Oct 22nd Coffee with a Board Member
- Homeowner Forum
 - Addressed homeowner concerns and questions.

Motion to adjourn made by Donna the meeting at 9:09 pm. 2nd by Charisse.

Respectfully submitted,

Vicki Nuvill
Secretary
Abingdon Village Homes Association