

Abingdon Village Homes Association

Monthly Minutes

April 10, 2017

Officers:

President/Social	Donna Astern
Vice President/Social	Charisse Keys
Treasurer	Bryan Carl
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
Bryan Carl	Exp 2018
Vicki Nuvill	Exp 2017
Johnnie Waters	Exp 2019
Vacant	Exp 2017
Scott Astern	Exp 2018
Sabrina Arehart	Exp 2019
Jordan Patterson	Exp 2019

Meeting called to order on April 10th, 2016 7:36 pm

Present: Donna Astern, Bryan Carl, Johnnie Waters, Scott Astern, Sabrina Arehart, Jordan Patterson

Absent: Charisse Keys (out of town), Vicki Nuvill (family emergency), Johnnie Waters (recovering from surgery)

Agenda:

- Approve March Monthly Minutes
 - Meeting minutes were presented for approval. Bryan made a motion to approve the minutes, 2nd by Scott. Motion carried.
- Treasurer's Report
 - Reviewed monies spent the previous month and money taken in.
 - CFM Financial Report
- President's Report
 - Audit – will be completed this summer.
 - VOTE: Board Training – Resolution to be added to records, making board training every year. Disagreement whether should be mandatory for all directors. Motion by Sabrina to start with a trial period of 2 directors to receive training first then re-evaluate. 2nd by Scott. Motion Carried. Sabrina and Jordan will be the first directors training through online course via Community Associations Institute.
 - Executive session – moved to later in the meeting due to presence of homeowners who would need to step outside.
- Vice President's Report – presented by Donna
 - Verizon Hole Covers – work in progress, more phone calls to Verizon.
 - Culverts, permission forms – work in progress, more phone calls to the City.
- Hospitality Chair - presented by Donna
 - Clubhouse rentals – 0, upcoming 2
 - Welcome packets – 4
 - Community Cleanup Day – neighbors cleaning out storage closet revealed leak in the roof (under warranty. Scott will contact the roof for repair. Bryan pressure washed the pool furniture. Keith cut down a fallen tree near the new bridge. Several neighbors helped with litter and tree debris and used the dumpster. Some maintenance work was completed.
- Pool Director – presented by Scott
 - Pool passes, inventory, and operator's license – Passes ordered & received. Inventory completed – new lifeguard float needed. Instructor canceled class so we're looking for another one thru the

- Health Department and asking the previous Pool Director for assistance so the pool can open on time. High Sierra will provide a new first aid kit. High Sierra to sign off on inventory.
- VOTE: Required equipment needed – Scott made a motion to order online at a reduced price. 2nd by Bryan. Motion carried.
 - Maintenance
 - Bucknell bridge – inspected, some replacement of cracked boards, then approved and paid invoice.
 - Old Business
 - Board Vacancy – mentioned to homeowners in attendance asking them to consider filling.
 - Drainage – Scott discussed options for possible French drains. Scott will contact Lloyd to discuss further.
 - VOTE: Signs - swing set, rec area & paths - Jordan presented options for custom inexpensive signs for the swing set and rec area. Donna made a motion to purchase the signs. Sabrina 2nd. Motion carried.
 - Executive Session @ 8:15 pm
 - Attorney update, Manager report Homeowner request for payment plans, review bids & CFM contract.
 - Ended @ 8:35 pm
 - VOTE: Motion made by Sabrina to accept bid for trim, gutters & doors. 2nd by Scott. Motion carried.
 - VOTE: Motion made by Scott to accept bid to finish floor tile installation. 2nd by Sabrina. Motion carried.
 - VOTE: Motion made by Sabrina to accept bid to correct concrete & drain problems on pool deck. 2nd by Jordan. Motion carried.
 - VOTE: No motion to accept bid for tennis court restriping or resurfacing.
 - VOTE: Motion made by Bryan to continue CFM's contract for another year. 2nd by Scott. Motion carried.
 - VOTE: Motion made by Sabrina to accept 2 homeowner requests for payment plans plus late fees and to deny a 3rd homeowner's request to waive late fee. 2nd by Scott. Motion carried.
 - Lifeguard Chair – We are required to have 2 chairs. Rather than purchase a new one, Scott is repairing it.
 - Pool cover – will need to purchase a new one in the fall.
 - New Business
 - VOTE: Maintenance Expense – Sabrina made a motion to allow Maintenance Director up to \$200 per month to purchase supplies such as paint and keys without requiring a formal vote. 2nd by Jordan. Motion carried.
 - Mulch under swing set – Discussed options such as sand, mulch or rubber mulch which led to discussion of sand in volleyball court. To discuss at a later date. Sabrina and Jordan will research.
 - Board Self Evaluation – Donna presented a downloaded checklist of 10 performance measures to help the board see where weaknesses and strengths are. Brief discussion – improvement over the past several months with anticipation that these areas will continue to improve given current steps.
 - Homeowner Forum

Motion to adjourn made by Bryon the meeting at 8:57pm. 2nd by Scott.

*Emergency Meeting held on April 24, 2017 @ 7:05 pm.

In attendance: Donna Astern, Scott Astern, Sabrina Arehart, Johnnie Waters, Vicki Nuvill, Charisse Keys.

- VOTE: Discussed tree with a hole at the clubhouse by the pool area. Discussed costs to rent a manlift to cut down the tree. Trees will be cut by volunteers. Sabrina made a motion to approve the cost. 2nd by Charisse. Motion carried.

- VOTE: Discussed the doormats at the front doors of the clubhouse. Motion made by Charisse to replace the rugs. 2nd by Scott. Motion carried.

Motion to adjourn by Donna @ 7:18 pm. 2nd by Scott. Motion carried.

Respectfully submitted,

Vicki Nuvill
Secretary
Abingdon Village Homes Association

Community Association Board Resolution for CAI Membership

Whereas, The Abingdon Village Homes Association (hereafter referenced as the "Association") board serves in the best interests of all owners in the community;

Whereas, The Association directors have the fiduciary responsibility to manage the assets of the Association according to established business practices and principles, and pursuant to competent, ethical and positive community governance; and

Whereas, The Association directors need to stay abreast of trends and best practices in community association governance, management and operations; and

Whereas, Community Associations Institute (CAI) is dedicated to providing information, education and best practices to help association leaders build and sustain strong and viable communities; and

Whereas, CAI is the leading advocate for common-interest communities before state and federal legislative and regulatory bodies; and

Whereas, Current and future Association residents will benefit from the training and education provided to their directors by CAI—both nationally and through chapters; and

Whereas, CAI membership will give Association directors access to valuable ideas, information and insights through magazines, newsletters, web content and educational events; and

Whereas, CAI membership will serve the best interests of current and future owners of the Association;

Resolved, That the Association invest in a full or partial board membership package; and

Resolved, That it is the policy of the Association that board members join CAI and take full advantage of CAI membership to optimize the governance and management of the community; and

Resolved, That the Association's annual budget shall include funding for CAI membership, and that said memberships be transferred from any departing director to the new director. Attendance at CAI education events may be paid by the Association, at the discretion of the board, requiring an affirmative vote by a majority of the directors and recorded in the open meeting minutes; and

Resolved, That the Association strongly encourages its manager and other professional service providers to take advantage of CAI membership to gain the knowledge, information and insights that enable them to better serve the association.

SO RESOLVED BY THE BOARD OF DIRECTORS on this, the 10th day of April in the year 2017



Secretary of the Board