

Poplar Grove HOA
Board Meeting Minutes
July 17, 2017

Meeting was called to order at 6:05. Quorum was established with three of three Directors in attendance. Those in attendance included: Mike Godwin, Bobby Lambert, and Ann Wiggs, as well as Chelsey Bennett and Rocky Russell from Russell Property Management.

Director terms and officers were determined as follows:

President: Bobby Lambert (one-year term – expires Dec 2018)

Vice-President: Ann Wiggs (two-year term – expires Dec 2019)

Secretary/Treasurer: Mike Godwin (three-year term – expires Dec 2020)

Violations:

1. Landscaping and Bare Spots-Board asked property management group to revise the standards used to enforce this part of covenant. Residents should strive to grow grass in bare spots, however as long as yards are well maintained no violations will be issued. Board is waiting on information from DOT regarding required ditch maintenance and to better understand flowing directions. Residents should keep ditches clean/free of debris, as well as vegetation maintained - not overgrown; no violations will be issued at this time following these stipulations.
2. Satellite Dishes-Board will draft new language for this covenant statute in order to address current dish locations. Language will be sent to residents in order to gauge interest in changing covenant statute.
3. Boats/ Trailers-Board will research better language to address allowable boats and trailers in community.

Delinquent Payments:

Board will take no current action on delinquent payments. Residents have been notified and board re-evaluate any delinquent payments at next meeting.

Meeting adjourned at 7:35.

Board members will determine the next meeting date via email.

Poplar Grove HOA
Board Meeting Minutes
October 16, 2017

Meeting called to order at 6:03pm. Quorum established with 2 of 3 Directors present, which included Bobby Lambert and Ann Wiggs, as well as Chelsey Bennett (RPM).

Financials and delinquent reports were reviewed.

Survey results regarding Covenants amendments were as follows:

Article VI Section 14 (boats, trailers, etc) – 9 votes to keep as is, 18 votes to amend

Article VI Section 23 (satellite dishes) – 12 votes to keep as is, 15 votes to amend

Based on these results there is not enough interest to pursue amending the Covenants at this time. Covenants will be enforced as they are currently filed beginning with the November inspection. Owners with a satellite dish currently not installed in the rear yard (as defined in the Covenants) may submit a letter from their provider or installer indicating the current location is the only one available to retrieve a signal (refer to FCC's Over-the-Air Reception Devices "OTARD" rule). Board will review any submitted letter before making a final decision regarding the satellite dish location.

Bids for landscaping maintenance of the berm were reviewed. Board approved to proceed with J&J Turf Inc for \$175 per month.

Concerns about residents speeding through the neighborhood were discussed. Highway Patrol has been contacted and requested to increase their surveillance of the Grove Hardee Rd.

A draft version of the 2018 budget was reviewed. A meeting will be held on Monday, December 18, 6:30 pm at Sheppard Memorial Library (room A) to ratify the budget and vote on proposed increase.

Meeting adjourned at 6:50 pm.

Poplar Grove HOA
Board Meeting Minutes

February 26, 2018

Meeting called to order at 5:55 pm. Quorum was established with the 3 Directors present, which included Mike Godwin, Gus Roberson, and Ann Wiggs. Also in attendance was Chelsey Bennett with Russell Property Management.

Election was held for 2018 officer positions. Directors were elected as follows:

Gus Roberson – President

Ann Wiggs – Vice-President

Mike Godwin – Secretary/Treasurer

Minutes from the October 16, 2017 Board meeting were reviewed and approved as submitted.

Financial reports were reviewed.

An owner reported a concern about vehicles turning in the entrance and tearing up the grass. A suggestion was brought to the table to install curbing on each side of the road. One estimate was received. Board requested additional estimates to review before making a final decision. Discussion was had about potentially having a special assessment to cover the total cost.

A special meeting was scheduled for April 9, 2018 at 6:00 pm to be located at Russell Property Management's office to address the violation of a trailer being stored on the property at 3055 Poplar Grove Dr.

Board members requested RPM to contact the developer regarding questions and concerns relating to new construction in the new phase.

Meeting was adjourned at 6:45 pm.

Next Board meeting is scheduled for Monday, June 25, 2018 at 6:00 pm, to be located at Russell Property Management's office.

Poplar Grove HOA
Board Meeting Minutes

October 15, 2018

Location: Russell Property Management

Meeting called to order at 6:00 pm. Quorum established with all 3 Directors present (Ann Wiggs, Gus Roberson, Mike Godwin). Also in attendance was Chelsey Bennett with RPM.

Minutes from February 26, 2018 Board meeting were reviewed and approved as submitted. No minutes from June 25, 2018 meeting as quorum was not established.

Financial reports as of September 30, 2018 were reviewed.

Board reviewed process to have special assessment voting for adding entrance curbing. G. Roberson will type up specifics to be included with annual meeting packet.

Annual meeting will be scheduled for mid-November, dates will be emailed to the Board for review. Meeting will be held at Sheppard Memorial Library. G. Roberson's term is set to expire and he will be represented on the ballot at the annual meeting for election for an additional term. The 2019 proposed budget was reviewed and will be mailed with annual meeting packet.

Board approved to proceed with having J&J Landscaping replace flowers and mulch at entrance sign.

Meeting was adjourned at 6:36 pm.

Next Board meeting will be determined after annual meeting.

Poplar Grove
Board Meeting Minutes

February 4, 2019

Location: Russell Property Management

Meeting called to order at 6:05. Quorum was established with two of three Board members in attendance. Those in attendance included Ann Wiggs, Mike Godwin, and Chelsey Bennett (RPM).

Officers were elected as follows:

- President: Gus Robinson
- Vice President: Ann Wiggs
- Treasurer/Sectary: Mike Godwin

Violation hearing held for _____, regarding needed pressure washing on the side of the home. Board agreed to no fine at this time due to seasonal limitations. If not corrected, violation hearing will be held at the next Board meeting.

Minutes from October 15, 2018 Board meeting were reviewed and approved as submitted.

Financial reports as of January 31, 2019 were reviewed.

Special assessment for entrance curbing was denied at annual meeting. Board would like to pursue an additional meeting to hold a second vote for approval – to be scheduled for next annual meeting.

Map referenced in legal documents was reviewed to determine which lots are in this Association and which lots are in considered to be in the separate Association (that is still under construction). Two lots were in question as to why the developer did not include them at the time of turning over to Russell Property Management. Chelsey Bennett will follow up with developer for clarification.

Meeting was adjourned at 6:32.

Next meeting currently scheduled for May 20, 2019.

Poplar Grove Homeowner's Association of Pitt County, Inc.
Board Meeting Minutes

June 22, 2020
Via GoToMeeting

Meeting called to order at 6:04 pm.

Quorum was established with two of three members present. Those present included Gus Robinson (President), and Ann Wiggs (V.P.), as well as Chelsey Bennett (Community Association Manager). Absent from the meeting was Mike Godwin.

Minutes from February 2, 2019 meeting were reviewed and approved as submitted. Quorum was not established for May 20, 2019 or September 23, 2019 meetings; March 30, 2020 meeting was cancelled due to COVID-19.

Financial reports were reviewed as of May 31, 2020.

June inspection results were reviewed. Board approved for all letters to be mailed as noted.

Entrance curbing estimates reviewed from East Coast Grading & Utilities. Board voted to proceed with 30' curb at entrance as well as grading and adding rock to turn around on Fernleaf Dr. Reminder letters to be mailed for those owners who have not yet paid the special assessment towards this project.

Meeting adjourned at 6:27.

Next meeting is scheduled for October 5, 2020.

Poplar Grove Homeowner's Association of Pitt County, Inc.
Board Meeting Minutes

October 5, 2020
Via GoToMeeting

Meeting called to order at 6:03 pm.

Quorum was established with all three members present. Those present included Gus Robinson (President), Ann Wiggs (V.P.), and Mike Godwin (Secretary/Treasurer) as well as Chelsey Bennett (Community Association Manager).

Minutes from June 22, 2020 Board meeting were reviewed and approved as submitted.

Financial reports were reviewed as of September 30, 2020.

Motion made to remove remaining fines for violation at _____, all in favor.

October inspection results were reviewed. Reminder about trailers/boats to be sent to full membership. No violation letters to be sent this month.

Entrance curbing pending start date from East Coast Grading & Utilities. Board voted to proceed with 30' curb at entrance as well as grading and adding rock to turn around on Fernleaf Dr.

Annual meeting preparations included:

- Board reviewed options of having in person meeting vs virtually during the COVID-19 pandemic. Previous annual meetings were held at Sheppard Memorial Library but they are currently not permitting room rentals during the pandemic. Meeting location suggested to be at Aquaventure in one of the classrooms.
- Budget for 2021 fiscal year was reviewed. Board agreed to CPI increase bringing the dues assessment amount to \$262 per year.
- Mike Godwin is at the end of his term and does not wish to run for re-election. Board members will speak with neighbors to find someone interested.
- Invitations to the annual meeting are to be sent to completed home in new section (Emery Dr) that will be part of the same HOA once construction is finished (or at least near completion).

Meeting adjourned at 6:30.