

Davencroft Homeowners Association

Annual Meeting Minutes

January 23, 2014

I. Call to order

James Enos-Edu, President called to order the regular meeting of the Davencroft HOA at 6:30 pm at Christ's Church, 745 Davenport Farm Road.

II. Directors in attendance

James Enos-Edu, Luke Phillips, Jepp Stox, Sharice Conway

Rocky Russell and Michele Johnson representing the management company

III. New business

a) Review of 2014 Budget

b) Election of 2 board members

1) Benjamin Emerson

2) Rania Abuhammoud

IV. Open Discussion

a) Discussion of new rules and regulations, violation process

b) Discussion concerning the pond maintenance

V. Adjournment

James Enos-Edu, President adjourned the meeting.

Minutes submitted by: James Enos-Edu

Minutes approved by:

Davencroft Homeowners Association Annual Meeting Minutes

December 8, 2014, Christ Church- Winterville, NC - 6:30 p.m.

Meeting called to order at 6:35 p.m. by President James E. Edu

Members present:

James E. Edu, President
Jepp Stox, Vice President
BJ Emerson, Architectural Advisor
Nick Williams, Community Outreach
Sharice Conway, Hospitality

Members absent:

Luke Phillips, Treasurer
Arcina Dixon, Secretary

Others present:

Michelle Johnson, representing Russell Property Management

Approval of minutes:

- **Motion:** Approve minutes from January 23, 2013 annual meeting minutes
- **Vote:** Motion carried – Mark Fincher 1st, Janie Norman 2nd
- **Resolved:** Minutes from the meeting on January 23, 2013 approved without modification

Business:

- A five year strategic plan for community improvement and property value maintenance
- Overview of current annual budget
- Areas needing funding (retention pond, entrance, street safety, playground)
- Long term goals for areas needing funding
- Community liability
- Community integration – Davencroft and Davencroft Village
- Comparative budget proposal (2014 v. 2015) with proposed added income
- **Motion:** homeowner dues increase to \$240.00 for 2015 to 2020
- **Vote:** 13 in favor, 2 opposed
- **Resolved:** Motion carried
- Questions and answers

Other business:

- Community outreach incentive – Nick Williams

Meeting adjourned at 8:06 p.m. by President James E. Edu

Minutes submitted by: Sharice Conway, Hospitality

Minutes approved by:

Davencroft Homeowners Association
Meeting Minutes
February 10, 2015

I. Call to order

BJ Emerson, President called to order the regular meeting of the Davencroft HOA at Russell Property Management.

II. Directors in attendance

Jepp Stox

Michele Johnson representing the management company

III. New business

- a) Reviewed reports ending 1/31/15
- b) Voted for officers
 - 1. BJ Emerson – President
 - 2. Jepp Stox – Vice President
 - 3. Sharice Conway - Treasurer
- c) Reviewed committee chairmen
- d) BJ will speak with Arcina Dixon about secretary position
- e) Violation Cannon: Board will approach

IV. Adjournment

- a) Meeting adjourned by President, BJ Emerson

Davencroft Homeowners Association
Meeting Minutes
April 27, 2015

I. Call to order

BJ Emerson, President called to order the regular meeting of the Davencroft HOA at Russell Property Management.

II. Directors in attendance

Jepp Stox, Sharice Conway, James Enos-Edu

Michele Johnson representing the management company

III. New business

- a) Approved minutes from 2/10/15 meeting
- b) Reviewed reports ending 3/31/15
- c) Voted for Nick Williams to be Secretary
- d) Review Board structure and committee chairs
 1. BJ Emerson – President
 2. Jepp Stox – Vice President, Architectural Review Committee
 3. Nick Williams – Secretary, Service Committee
 4. Sharice Conway – Treasurer, Welcoming Committee

IV. Old business

- a) Voted to assist with the removal of pole at 2005 Dahlonga and close the violation.

V. Adjournment

- a) Meeting adjourned by President, BJ Emerson

Davencroft Homeowners Association
Meeting Minutes
July 28, 2015

I. Call to order

BJ Emerson, President called to order the regular meeting of the Davencroft HOA at Russell Property Management at 6:02.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President and Architectural Committee

Sharice Conway, Director, Treasurer and Hospitality Committee

Nick Williams, Secretary and Service Committee

James Enos-Edu, Improvements Committee

Amanda Blomefield representing the management company

III. New business

a) Reviewed reports ending 6/30/15

b) Discussion: Old minutes left by Michelle

Action: Amanda will type them & put on website

c) Discussion: Entrance proposal, Retention Pond and grass maintenance proposal by James Enos-Edu

Action: The Board will review quotes for grass maintenance at next meeting. James will email quote from Ray's Fencing and submit entrance proposal at next meeting.

d) Discussion: 4129 Killarney Drive satellite placement

Action: OK as long as it remains covered. Amanda will add Direct TV letter to account.

e) Discussion: 4012 Dublin Architectural Approval

Action: Amanda will request owner resubmit plans with proper guidelines in email.

f) Discussion: [REDACTED] Dublin

Action: Letter sent to attorney

g) Discussion: Michelle reimbursement for conference

Action: Amanda will check and email Directors

h) Discussion: No feedback on driveway for 2112 Dahlonga

Action: Amanda will review

i) Discussion: Delinquency Report

Action: Letter sent to owners

j) Discussion: Annual Meeting

Action: Amanda will check date with church for Monday, December 7th.

IV. Adjournment

a) Meeting adjourned by President, BJ Emerson at 8:06.

Davencroft Homeowners Association
Meeting Minutes
October 26, 2015

I. Call to order

BJ Emerson, President called to order the regular meeting of the Davencroft HOA at Russell Property Management at 6:01.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President and Architectural Committee

Sharice Conway, Director, Treasurer and Hospitality Committee

Nick Williams, Secretary and Service Committee

Amanda Bloomfield representing the management company

III. New business

- a) Discussion: Review of minutes from July 27th, 2015

Action: Minutes Approved

- b) Discussion: Meeting Participation Policy

Action: Policy Approved

- c) Discussion: Ray's Fencing Quote

Action: Send follow up question for proposal

- d) Discussion: Pond Maintenance

Action: Amanda will obtain bid request for pond maintenance before vote at annual meeting.

- e) Discussion: Community Watch

Action: Send paperwork prior to annual meeting to promote fruitful discussion.

f) Discussion: Playground/Amenities

Action: Put on agenda for development forecasting

g) Discussion: Budget Review

Action: None

h) Discussion: [REDACTED] Killarney Drive

Action: Grass Violation Letter

i) Discussion: [REDACTED] Hearing

Action: Fine

j) Discussion: [REDACTED] Dublin Rd

Action: Tell Attorney to hold on foreclosure until next meeting

IV. Adjournment

a) Meeting adjourned by President, BJ Emerson at 8:07.

Davencroft Homeowners Association

Meeting Minutes

November 23, 2015

I. Call to order

BJ Emerson, President called to order the regular meeting of the Davencroft HOA at Russell Property Management at 6:00.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President and Architectural Committee

Sharice Conway, Director, Treasurer and Hospitality Committee

Amanda Blomefield representing the management company

III. Homeowner Concerns

- a) [REDACTED] Dublin Rd. attended the meeting to address the Board regarding the shed on his property. The Board made the decision to allow the shed to remain on the property. Moving forward, any new sheds will need to follow the covenants of the Association. This will be reviewed and discussed at the annual meeting.

IV. Meeting Packet Review

V. Meeting Adjourned

Davencroft Homeowners Association
Meeting Minutes
February 9, 2016

I. Call to order

BJ Emerson, President called to order the regular meeting of the Davencroft HOA at Russell Property Management at 6:02.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President and Architectural Committee

Sharice Conway, Director, Treasurer and Hospitality Committee

James Enos-Edu, Improvements Committee

Amanda Blomefield representing the management company

Mike Fincher, homeowner

III. New business

- a) Discussion: Review of minutes from October 26, 2015

Action: Minutes Approved. Sharice included that she is no longer interested in being on the Hospitality committee.

- b) Discussion: Review of minutes from November 23, 2015

Action: Minutes Approved. Amanda will follow up with Marvin Riggs for confirmation that he understands if the building is changed/another one is purchased, he must submit plans.

- c) Discussion: Board Officers

Action: Vote held for each position, all positions remain the same.

- d) Discussion: Retention Pond Fence

Action: Mike Fincher would like to be on the Improvements Committee along with James Enos- Edu. Board will wait until large percent of

Special Assessment funds are collected before moving forward with the fence. James Enos-Edu will contact Ray's Fencing for possible April 1 scheduling, question tree removal price, deposit required and completion time of fence.

e) Discussion: Rule Review

Action: Rule for pressure washing amended to reflect this must be done year round. Rule for basketball goals will be amended after James seeks pro-bono attorney advice on how to properly word the rule. Once rule amendments are complete, they will be emailed to those with an email and mailed to owners with no email.

f) Discussion:

Action: Owner will be sent a letter on Feb. 29 stating the money owed to the Association. At this time, owner will have 30 days to pay the balance. If the balance remains unpaid, the Board will move forward with foreclosure proceedings.

Adjournment

a) Meeting adjourned by President, BJ Emerson at 7:40.

Davencroft Homeowners Association

Meeting Minutes

August 23, 2016

I. Call to order

BJ Emerson, President called to order the regular meeting of the Davencroft HOA at Russell Property Management at 6:00.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President and Architectural Committee

Nick Williams, Secretary and Service Committee

Sharice Conway, Director and Treasurer

James Enos-Edu, Improvements Committee

Mike Fincher, Improvements Committee

Amanda Bloomfield representing the management company

III. New business

a) Discussion: Review of minutes from May 16th, 2016

Action: Minutes approved with modifications

b) Discussion: Ray's Fencing

Action: Amanda will ask inspector to check for number of new signs.

c) Discussion: Pond Inspection

Action: Waiting for city to respond to state inspection.

d) Discussion: Review attorney responses

Action: Satisfied with document

e) Discussion: Welcome Package

Action: Proposal to add welcome package to budget upon review

f) Discussion: Foreclosure on

Actions:

- 1) Board approved a general policy to send a letter of intent to foreclose 60 days after lien
- 2) Approval for attorney to send letter of intent to foreclose

g) Discussion:

Action: Letter sent to owner

h) Discussion: Grass on empty lots

Action: Letter sent to owner

i) Discussion: General grass violations

Action: Clarification that horizontal runners longer than 6 in. be added to rules and regulations.

j) Discussion: Hearing for

Action: Fine assessed

IV. Adjournment

Meeting adjourned by President, BJ Emerson at 7:35.

Davencroft Homeowners Association

Meeting Minutes

November 2, 2016

I. Call to order

BJ Emerson, President called to order the regular meeting of the Davencroft HOA at Russell Property Management at 6:00.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President and Architectural Committee

Nick Williams, Secretary and Service Committee

Mike Fincher, Improvements Committee

Amanda Blomefield representing the management company

III. New business

a) Discussion:

Action: Board requests owner to send letter with landscaping plan.

b) Discussion: Pond Maintenance

Action: Amanda will send members email with pictures of no trespassing signs and check on waiver form.

c) Discussion: Budget

Action: Motion by BJ to assess only CPI for 2017. Jepp seconds the motion.

d) Discussion: Landscaping Improvements

Action: Amanda will call about shrub warranty and send members landscaping contract to review.

e) Discussion: Grass Violations

Action: Amanda will send letters.

f) Discussion: Approval of Minutes

Action: Minutes approved with modifications.

g) Discussion: Dublin Rd

Action: None

h) Discussion: Dublin Rd

Action: Send Letter

IV. Adjournment

a) Meeting adjourned by BJ Emerson at 7:29.

Davencroft Homeowners Association
Meeting Minutes
February 7, 2017

I. Call to order

BJ Emerson, President called to order the regular meeting of the Davencroft HOA at Russell Property Management at 6:05.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President and Architectural Committee

Sharice Conway, Director and Treasurer

Nick Williams, Secretary and Service Committee

Amanda Blomefield representing the management company

III. New business

- a) Discussion: Voting of Board of Director/Officer Positions

Results: President – BJ Emerson, VP – Jepp Stox, Treasurer and Hospitality Committee – Sharice Conway, Secretary – Nick Williams

- b) Discussion: Committee Chair for Improvements Committee

Action: Tabled until next meeting

- c) Discussion: Minutes from 11/2/16

Action: Motion by BJ to approve minutes. Jepp seconds the motion.

- d) Discussion: Tree Removal at Pond

Action: BJ will call about estimate.

- e) Discussion: Pond Fence Repair

Action: Amanda will call about price.

f) Discussion: No Trespassing signs

Action: Amanda will follow-up.

g) Discussion: Review Landscaping Contract

Action: Modifications added to contract for companies to bid.

h) Discussion: Welcome Packet Inclusions

Action: Rules & Regulations on website added to HOA sheet.

i) Discussion: Solar Panels

Action: The following is to be added to guidelines: Solar panels are allowed as long as the panels are not installed on surfaces that face open to common or public access areas. A drawing showing placement of proposed panels on the dwelling must be submitted for approval before any construction can begin. Violations will be subject to fines until the property is brought into compliance.

j) Discussion: Landscaping Plan Letter

Action: Letter sent to owner.

k) Discussion: Building Request

Action: Request Denied. Letter sent to owner.

IV. Adjournment

a) Meeting adjourned by BJ Emerson at 7:52.

Davencroft Homeowners Association

Meeting Minutes

April 10, 2017

I. Call to order

BJ Emerson, President, called to order the regular meeting of the Davencroft HOA at Russell Property Management at 6:01.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President and Architectural Committee

Sharice Conway, Director, Treasurer and Hospitality Committee

Nick Williams, Secretary and Service Committee

Mike Fincher, Improvements Committee

Amanda Blomefield representing the management company

III. New business

a) Discussion: Approval of Minutes

Action: BJ motion to approve minutes with modifications. Sharice seconds the motion.

b) Discussion: Tree Removal at pond/fence repair

Action: BJ motion to move forward with fence if price remains the same. Sharice seconds the motion.

c) Discussion: Improvements Committee

Action: BJ motion to nominate Mike Fincher chair of improvements committee. Jepp seconds the motion.

d) Discussion: Pine Straw at front entrance

Action: Mike to gather info and communicate findings to Board of Directors at next meeting or via email.

e) Discussion: Landscaping Plans

Action: BJ motion to approve plans. Jepp seconds the motion.

IV. Adjournment

a) Meeting adjourned by BJ at 7:08.

Davencroft Homeowners Association Meeting Minutes

January 10, 2018

I. Call to order

BJ Emerson, President, called to order the meeting at 6:05.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President and Architectural Committee

Sharice Conway, Director and Treasurer

Nick Williams, Secretary and Service Committee

Mike Fincher, Improvements Committee

Amanda Blomefield representing the management company

III. New business

a) Discussion: Voting of Board of Director/Officer Positions

Action: Motion by BJ for positions to remain the same. Jepp seconds.

b) Discussion: Second meeting for dues increase

Action: The dues increase passed with 25 votes.

c) Discussion: Minutes from 10/23/17

Action: Motion by BJ to approve minutes. Jepp seconds the motion.

d) Discussion: Pine Straw

Action: Motion by BJ for straw to be ordered as soon as funds are available. Jepp seconds the motion.

e) Discussion: Pressure Wash Hearing

Action: Owner did not attend. Board to revisit at next meeting.

IV. Adjournment

a) Meeting adjourned by BJ Emerson at 6:35.

Davencroft Homeowners Association

Meeting Minutes

March 20, 2018

I. Call to order

Jepp Stox, Vice President, established that quorum had been met and called to order the regular meeting of the Davencroft HOA at Russell Property Management at 6:06.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President and Architectural Committee

Nick Williams, Secretary and Service Committee

Sharice Conway, Director and Treasurer

Amanda Blomefield representing the management company

III. New business

a) Discussion: Approval of Minutes

Action: Motion to approve by Jepp. Sharice seconds the motion.

b) Discussion: 2005 Dahlonga Delinquency

Action: Contact new home owner.

c) Discussion: 4201 Dublin Delinquency

Action: Remove late fee.

d) Discussion: 4016 Dublin Delinquency

Action: Amanda will send 15 day letter.

e) Discussion: 4116 Dublin Delinquency

Action: Amanda will send 15 day letter.

f) Discussion: 4212 Dublin Delinquency

Action: BJ motion to proceed with foreclosure. Sharice seconds the motion. BJ notes decision unanimous.

IV. General Business

- a) Discussion: New Delinquency Guideline that states all homeowners delinquent over 90 days will receive 15 day demand letter. Failure to pay fine after 15 days will trigger demand letter from attorney.

Action: BJ motion to approve. Jepp seconds motion.

V. Adjournment

- a) Meeting adjourned by BJ at 6:53.

Davencroft Homeowners Association

Meeting Minutes

June 25, 2018

I. Call to order

BJ Emerson, President, called to order the regular meeting of the Davencroft HOA at Russell Property Management at 6:00.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President and Architectural Committee

Nick Williams, Secretary and Service Committee

Sharice Conway, Director and Treasurer

Amanda Blomefield representing the management company

III. New business

- a) Discussion: Approval of Minutes

Action: Motion to approve by BJ. Jepp seconds the motion.

- b) Discussion: Pine Straw

Action: Proceed with pine straw installation. Motion by BJ to pre-authorize up to \$500 for extra pine straw as needed to forgo extra delay. Jepp seconds the motion.

- c) Discussion: 2005 Dahlonga

Action: Amanda to send 30 day demand letter

IV. Adjournment

- a) Meeting adjourned by BJ at 6:24.

Davencroft HOA Annual Meeting Minutes
Christ Church - Winterville, NC

December 6, 2018

I. Call to order

BJ Emerson, President called to order the annual meeting at 6:04.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President and Architectural Committee

Sharice Conway, Director, Treasurer and Hospitality Committee

Nick Williams, Secretary and Service Committee

Amanda Blomefield representing the management company

III. Business

a) Discussion: 2017 Annual Minutes

Action: Motion to approve minutes by Waldemar de Rijk. Vincent Wright seconds the motion.

b) Discussion: 1/10/18 Minutes

Action: Motion to approve minutes by Kim Greet. Ginger Anderson seconds the motion.

c) Discussion: 2019 Budget

Action: Motion to approve budget by Vincent Wright. Linda Grano seconds the motion.

IV. Open Discussion

a) Discussion: Landscaping

Action: Amanda to check landscaping prices.

b) Discussion: Drainage Pond

Action: Amanda to contact city about draining pond prior to a hurricane.

c) Discussion: Mud on Castlebar

Action: Amanda to contact city about mud entering sewers from property at end of Castlebar.

V. Adjournment

a) Meeting adjourned by President, BJ Emerson at 6:46.

Davencroft Homeowners Association Meeting Minutes

February 12, 2019

I. Call to order

BJ Emerson, President, called to order the meeting at 6:03.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President and Architectural Committee

Sharice Conway, Director and Treasurer

Nick Williams, Secretary and Service Committee

Mike Fincher, Improvements Committee

Amanda Blomefield representing the management company

III. Business

a) Discussion: Board Member Positions

Action: Motion by BJ for positions to remain the same. Jepp seconds.

b) Discussion: Pine straw

Action: Motion by BJ for pine straw instillation in May. Sharice seconds the motion.

c) Discussion: 4108 Killarney Dr.

Action: Amanda to send letter requesting plans.

d) Discussion: 4121 Castlebar Dr.

Action: Amanda to send violation letter.

e) Discussion: 2106 Dahlonga Rd.

Action: Amanda to send violation letter.

f) Discussion: 4000 Dublin Rd.

Action: Amanda to send violation letter.

IV. Adjournment

- a) Meeting adjourned by BJ Emerson at 7:24.

I. Call to order

BJ Emerson, President, called to order the meeting at 6:01.

II. Attendance

BJ Emerson, President

Jepp Stox, Vice President, Architectural Committee

Nick Williams, Treasurer, Secretary, and Service Committee

Amanda Blomefield representing the management company

III. Business

a. Election of Officers

Action: Motion by BJ to approve new positions as follows. Nick seconds the motion.

Nick Williams, President

Jepp Stox, Vice-president, Architectural Committee

BJ Emerson, Secretary, Treasurer

b. Discussion: Minutes

Action: Motion by BJ to approve as written. Nick seconds the motion.

c. Discussion: Violations

Actions: Motion by BJ to impose fines. Jepp seconds the motion.

a. [REDACTED] - Pressure washing – Did not attend hearing – No initial fine. To be fined \$10 per day 5 days post hearing if not resolved.

b. [REDACTED] – Pressure washing – Did not attend hearing – No initial fine. To be fined \$10 per day 5 days post hearing if not resolved.

d. Discussion: Pond Action Plan

Action: Waiting on pond quotes from vendors

e. Discussion: Savings Policy

Action: Amanda to research fee-free savings account availability for the HOA for future consideration.

f. Discussion: Pine Straw

Action: Motion by Jepp to move forward with pine straw installation. BJ seconds the motion.

g. Discussion: School Traffic Pattern Issues from Langston Farms

Action: Board to draft letter to be sent sheriff, Email update to be sent to Davencroft residents.

IV. Adjournment

a) Meeting adjourned by Nick Williams at 7:32

Meeting Minutes

I. Call to order

Nick Williams, President, called to order the meeting at 6:03.

II. Attendance

Nick Williams, President

Jepp Stox, Vice President, Architectural Committee

BJ Emerson, Treasurer, Secretary

Amanda Blomefield representing the management company

III. Business

a. Discussion: Minutes

Action: Motion by Nick to approve minutes as written from January. Jepp Stox seconds the motion

b. Discussion: Violations

Action: Motion by BJ to move forward with fines and collection for [REDACTED]. Nick seconds the motion.

c. Discussion: Fence construction at 4117 Killarney

Actions: Motion by Nick to approve construction drawing as submitted. Jepp Stox seconds the motion.

d. Discussion: Pond Action Plan

Action: BJ to submit updated project timeline for review by board members and submission to city.

e. Discussion: Savings Policy

Action: Motion by BJ to open an HOA savings account with an initial deposit of \$300 to avoid monthly maintenance fee and establish a policy to add funds each year to avoid fees. Jepp Stox seconds the motion.

IV. Adjournment

a) Meeting adjourned by Nick Williams at 6:52pm

Meeting Minutes - July 15th, 2020 – Davencroft HOA

I. Call to order

Nick Williams, President, called the meeting to order at 6:01pm

II. Attendance

Nick Williams, President

Jepp Stox, Vice President, Architectural Committee

BJ Emerson, Treasurer, Secretary

Amanda Blomefield representing the management company, Russell Property Management

Rodney Singleton, Davencroft homeowner

III. Business

a. Discussion: Minutes

Action: Motion by Nick to approve minutes as written from April 6th. BJ Emerson seconds the motion

b. Discussion: Pond Invoice

Action: Amanda to forward pond engineer invoice to City of Greenville for reimbursement.

c. Discussion: Fence Approvals

Actions: Motion by Nick to create a policy that at least one representative of the board meet fence installers during installation of new fences. BJ Emerson seconds the motion.

d. Discussion: HOA Grant Information

Action: BJ to submit grant application to City of Greenville for entrance improvements.

e. Discussion: Welcome Basket Budget

Action: Motion by BJ Emerson to increase per basket budget from \$5 to \$10. Nick Williams seconds the motion.

f. Discussion: Entrance Improvements

Action: Amanda to get quote from landscaper to remove stump and replace with new shrubbery at entrance island.

g. Discussion: Savings Account

Action: Motion by BJ to transfer \$1,500 to savings account. Jepp Stox seconds the motion.

h. Discussion: Re-writing Covenants

Action: Board to discuss and determine Davencroft survey items at October board meeting.

i. Discussion: ██████████ Fence Violation

Action: Amanda to draft violation letter for board review.

IV. Adjournment

a) Meeting adjourned by Nick Williams at 7:43pm.

Meeting Minutes - October 19, 2020 – Davencroft HOA

I. Call to order

Nick Williams, President, called the meeting to order at 5:39PM

II. Attendance

Nick Williams, President

Jepp Stox, Vice President, Architectural Committee

Amanda Blomefield representing Russell Property Management (RPM)

III. Business

a. Discussion: Minutes

Action: Motion by Nick to approve minutes as written from July 15, 2020. Jepp Stox seconds the motion.

b. Discussion: 2021 Budget

Action: Nick motions to approve the 2021 budget as presented with no dues increase. Budget reflects \$50 escrow transfer and income of \$2,129.16. Jepp seconds the motion.

c. Discussion: Tree Trimming (Light Pole Obstructions)

Action: NW motions RPM to discuss tree trimming with Davencroft Village (DV). If DV agrees then RPM will contact city to trim trees for both developments. If DV disagrees, Amanda will contact city to cut our trees. Davencroft homeowners will be notified in the annual meeting packet that the board has identified several safety issues with trees near city light poles. The city will be contacted to cut trees that are obstructing light. The city will cut them to their satisfaction and will only cut them every 5 years. The board expects homeowners to maintain trees in their yard near city light poles to prevent the obstruction of light.

d. Discussion: [REDACTED] Drainage Letter

Action: After the July 15th meeting, follow up was completed by the Board and it was determined a letter should not be sent to [REDACTED] as stated in the July 15th minutes until further discussion at the October meeting. NW makes a motion for the three individual panels erected without the board's approval and in the easement be removed from the easement. Any other fence/panel construction needs to be approved by the board. Jepp seconds the motion.

e. Discussion: Re-writing Covenants

Action: Tabled until a later date

f. Discussion: Attorney Review Rules & Regulations

Action: Tabled until a later date

g. Discussion: Homeowner Meeting to Discuss Political Signs

Action: Homeowner did not show up

h. Discussion: Review Reports

Action: Amanda to review delinquent list for accuracy; some assessments may have posted later in the year in error upon home transfer. Some violations being held until Covenant and Rules discussion.

i. Discussion: Pond Repairs

Action: Rocky Russell, owner of Russell Property Management, spoke briefly to let the Board know he was working with a vendor to get an estimate for the board to review to bring in the dirt needed to fill the gutter drain pipe holes. Rocky suggested traveling through the homeowners' yards that back up to the pond, cutting a section of fence and then repairing the fence upon completion. Rocky noted the board has the right through the owners' yards via the easement. The Board requested Amanda get more Information on the rights of the HOA using the easement and the cost to complete the work.

j. Discussion: Annual Meeting

Action: Amanda to book with Christ's Church In sanctuary which can safely accommodate 100 people.

Meeting date: December 3rd at 6:00 pm.

IV. Adjournment

a) Meeting adjourned by Nick Williams at 6:31PM

Annual Meeting Minutes - December 3, 2020 – Davencroft HOA

I. Call to order

Nick Williams, President, called the meeting to order at 6:08pm

II. Attendance

Nick Williams, President

Jepp Stox, Vice President, Architectural Committee

BJ Emerson, Treasurer, Secretary

Amanda Blomefield representing the management company, Russell Property Management

III. Business

a. Discussion: 2019 Annual Minutes

Action: Motion by to approve minutes as written by Rodney Singleton

Brian Holt seconds the motion

b. Nomination/Election of Directors

Action: With no other nominations from the floor, the quorum submitted ballots with the following results:

Barry Greenland: 9 votes

Rodney Singleton: 7 votes

c. 2021 Budget Ratification

Actions: Motion to approve budget as presented by Brian Holt

Michael Bowman seconds the motion

d. Bylaws Amendment Vote

Action: Quorum submitted ballots with the following results:

1. Change to annual meeting date and time language – Passed (15 for, 1 against)

2. Change from monthly to quarterly board meetings - Passed (15 for, 1 against)

3. Board position rule modification - Passed (15 for, 1 against)

e. General Discussion: Tree Trimming

Action: Amanda to contact Greenville Utilities to schedule trimming which is done every 5 years.

f. General Discussion: Speed Bumps on Dublin Road

Action: Amanda to request study to be done by city to determine eligibility

g. Discussion: Fallen trees in pond area behind property at 1905 Tralee Ct.

Action: Board to review current status of trees and overgrowth and determine HOA responsibility and legal actions, if any.

h. Discussion: Bushes on corner of Tralee Ct. and Dublin Rd. blocking visibility to oncoming traffic.

Action: Board to investigate ownership of bushes to address trimming.

i. Discussion: Dahlonga Road vs. Drive address issue.

Action: Amanda to see what needs to be done to resolve.

IV. Adjournment

a) Meeting adjourned by Nick Williams at 7:15.

Meeting Minutes - February 15th, 2021 – Davencroft HOA

I. Call to order

Nick Williams, President, called the meeting to order at 7:01pm

II. Attendance via GoToMeeting

Nick Williams, President

Jepp Stox, Vice President, Architectural Committee

Barry Greenland, Board Member

BJ Emerson, Treasurer, Secretary

Amanda Blomefield representing the management company, Russell Property Management

III. Business

a. Discussion: Officer Positions

Action: Motion by Nick to nominate BJ Emerson as Secretary and Treasurer for 2021.

Jepp Stox seconds the motion.

b. Discussion: Officer Positions

Action: Motion by Nick to leave President and Vice President positions filled by Nick Williams and Jepp Stox respectively.

Barry Greenland seconds the motion.

c. Discussion: Minutes

Action: Motion by Nick to approve minutes as written from October 19th, 2020.

Jepp Stox seconds the motion

d. Discussion: Light Poles

Action: Amanda to contact city about LED light replacement.

e. Discussion: By-law Amendment draft and recording fees

Action: Motion by Nick to approve an expense of \$350 or less to move forward with drafting of document.

Jepp Stox seconds the motion

f. Discussion: Pond repairs

Action: Jepp to get updated quote based on alternate access point.

g. Discussion: Pine straw

Action: Amanda to get updated quote without island pine straw application for potential installation in March on entry berms.

h. Discussion: Savings account

Action: Motion by Jepp to make transfer of \$50 to HOA savings account to avoid incurring annual fee.

Nick Williams seconds the motion.

IV. Adjournment

a) Meeting adjourned by Nick Williams at 8:21pm.

Meeting Minutes – May 11th, 2021 – Davencroft HOA

I. Call to order

Nick Williams, President, called the meeting to order at 5:57pm

II. Attendance in person

Nick Williams, President

Jepp Stox, Vice President, Architectural Committee

Barry Greenland, Board Member

BJ Emerson, Treasurer, Secretary

Amanda Blomefield representing the management company, Russell Property Management

III. Business

a. Discussion: Minutes

Action: Motion by Nick to approve minutes as written from February 15th, 2021.

Jepp Stox seconds the motion

b. Discussion: Fence at 4000 Dublin

Action: Follow-up letter to be sent by Amanda to homeowner

c. Discussion: Pond Maintenance

Action: Update provided by Barry Greenland – Contractor work began week of May 3rd.

IV. Adjournment

a) Meeting adjourned by Nick Williams at 6:50pm.

Meeting Minutes - August 9th, 2021 - Davencroft HOA

Call to Order Jepp Stox, Vice President, called the meeting to order at 6pm.

2. Attendance in person: Jepp Stox, Vice President, Barry Greenland, Board Member, Architectural Committee, BJ Emerson, Treasurer, Secretary
Amanda Blomefield representing the management company, Russell Property Management

3. Business

Discussion: Replacement Board Member
Action: Motion by Jepp Stox to nominate Brian Holt to Voting Board Member and President to fill the vacant 2020 - 2023 term left by Nick Williams.
Barry Greenland seconds the motion

Discussion: Minutes
Action: Motion by Barry Greenland to approve minutes as written from May 11th.
Second by Jepp Stox

Discussion: Fence at 4000 Dublin
Action: Pending further discussion after review of easement area by City.

Discussion: 1912 Limerick Shed
Action: Board has reviewed the shed and replied to the plans submitted by the owner.

4. Adjournment

Meeting adjourned by Brian Holt at 7:16

Meeting Minutes - November 1, 2021 - Davencroft HOA

1. Call to Order

Bryan Stox, President, called the meeting to order at 6pm.

2. Attendance in person

Bryan Holt, President

Jepp Stox, Vice President

Barry Greenland, Board Member, Architectural Committee

BJ Emerson, Treasurer, Secretary

Amanda Blomefield representing the management company, Russell Property Management

3. Business

Discussion: Minutes

Action: Motion by Bryan Holt to approve the meeting minutes from August 9th

Second by Jepp Stox

Discussion: Maintenance and Drainage Easement issues

Action: RPM to advise property owners to contact Greenville code enforcement as a procedure going forward.

Discussion: Review 2022 Budget

Action: Motion by Jepp Stox to approve CPI annual dues increase of \$7.10 to \$186.00.

Second by Bryan Holt

Discussion: Review 2022 Budget

Action: Motion by Barry Greenland to move \$1,600 from Landscape Detention Pond

Maintenance for 2022 to Landscape Improvements for pinestraw.

Second by Bryan Holt

Discussion: Review 2022 Budget

Action: Motion by Bryan Holt to approve the 2022 budget.

Second by Barry Greenland

4. Adjournment

Meeting adjourned by Bryan Holt at 7:02