

**DOGWOOD CREEK HOMEOWNERS ASSOCIATION**

**Minutes from Board Meeting**

**MEETING DATE**

I. **CALL TO ORDER** by - \_\_\_\_\_ Stephanie Deans \_\_\_\_\_

II. **QUORUM** was established with – Tyler Moore, Diane Dunn, Kim Benton, Stephanie and Amanda from Russell Property Management

III. **REVIEW/ACCEPTANCE OF MINUTES FROM** \_\_\_\_\_ N/A \_\_\_\_\_

Motioned by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

**IV. UNFINISHED BUSINESS**

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**V. NEW BUSINESS**

- **Elections – Tyler Moore voted President; Diane Dunn voted Vice President; Kim Benton voted Secretary/Treasurer (unanimous votes)**  
Motioned by: \_\_\_\_\_ Tyler \_\_\_\_\_ Seconded by: \_\_\_\_\_ Diane \_\_\_\_\_
- **Transition letter: Board members asked Russell Management to express concerns about the condition of the roads (many damages caused by property development; mailbox cluster unit issue for property owners on Danfield; safety concerns re: construction workers (they do not appear to have proper safety methods); request for construction workers to drive safely in the neighborhood**  
Motioned by: \_\_\_\_\_ Tyler \_\_\_\_\_ Seconded by: \_\_\_\_\_ Diane \_\_\_\_\_
- **Delinquent accounts.** For monies owed, the board agreed the first step is for Russell Property Management to send a “nice” letter. If no response after 15 days, a demand letter will be sent. If no response after 15 days then a certified demand letter will be sent. If no response then the matter will be turned over to an attorney for collections.  
Motioned by: \_\_\_\_\_ Kim \_\_\_\_\_ Seconded by: \_\_\_\_\_ Tyler \_\_\_\_\_

- **Architectural Requests** – Fence for 3328 Danfield was approved. Same for the satellite dish at 3337 Danfield.  
 Motioned by: \_\_\_\_\_ Tyler \_\_\_\_\_ Seconded by: \_\_\_\_\_ Diane \_\_\_\_\_
  
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**VI. MISCELLANEOUS NOTES/ITEMS**

**Stop signs/speed signs.** Board discussed the costs of these signs. However, it was brought to the Board’s attention that the roads in Dogwood Creek are private roads and law enforcement cannot enforce these signs. The HOA board decided to delay a decision until we obtain more information whether the DOT will take over the roads and whether the property owners will address damage to the roads caused by construction. \_\_\_\_\_

**Entrance Lights** – boards asked Stephanie to contact to contact Duke Energy for costs associated with installing streetlights at the entrances to the subdivision. \_\_\_\_\_

**Financials** - The board reviewed the current financials of the HOA. \_\_\_\_\_

**Landscaping** - the board asked Stephanie to obtain new quotes/options for landscaping as the board is concerned about the current costs for the amount of work being done. \_\_\_\_\_

**Insurance coverage** – the board members would like to have insurance coverage for the board members. Although some estimates had been obtained more information was needed so no decision was made. \_\_\_\_\_

**Architectural requests.** The board agreed all fences/buildings that existed prior to the creation of the HOA should be allowed to continue to exist. Because no one seemed to monitor or approve of fences before today’s date, the board agreed they wanted to review the rules and consider creating an Amendment to the current rules. \_\_\_\_\_

**Next meeting will be in December 2023.**

**VII. ADJOURMENT**