

Locksley Woods HOA

Board Meeting

01/11/24

1. Meeting called to order by HOA president Danny Smith at 05:37 p. m.
2. Establishment of quorum.
3. Members present:
 - Cali Hardee-Russell Property Management
 - Danny Smith
 - Logan Simmons
 - Robin Kee
 - Andrew Rowland
 - Sandy Conklin
 - Linda Hall
 - John Lynch
4. Motion made and seconded to approve prior meeting minutes for 12/14/2023. All in favor.
5. Locksley Woods's insurance policy is up for renewal on March 15, 2024. Cali Hardee-Russell Property Management representative is reaching out to other insurance companies for their comparative rates, in hopes of better rates.
6. Locksley Woods's board members are planning to meet with Greenville Police Department about placing no trespassing signs in our neighborhood.
7. There have been several items that were picked up on the monthly inspection tour that are in violation of the fire code. The stairs on each end of the buildings are not to be used for storage of any items. If any items are found they will be disposed of. Cali Hardee will send out an e-mail to all homeowner's concerning not storing anything under the stairwells.
8. The installation of the squirrel cages on our buildings will begin January 15, 2024.
9. The discussion concerning gutter guards on our building were tabled until next meeting in February 2024.
10. Motion made and seconded to approve invoice # 102, at a price of \$950.00. This invoice includes the removal of approximately 72 small bushes or shrubs, along with 13, large bushes or shrubs along with trimming back 2 Japanese Spindle bushes in front of building 2229. All in favor.

11. Motion made and seconded to approve invoice # 103, at a price of \$650.00 to remove evergreen shrubs in front center of building # 2235 along with their disposal and stump grinding as needed.

12. Meeting adjourned at 07:23 p. m. by HOA president Danny Smith.

Next meeting scheduled for February 8, 2024, at 05:30 p. m at RPM

Respectfully Linda Hall

Locksley Woods HOA

Board Meeting

02/08/24

1. Meeting called to order by HOA president Danny Smith at 05:30 p. m.
2. Establishment of quorum
3. Members present:
Cali Hardee-Russell Property Management
Danny Smith
Logan Simmons
Robin Kee
Andrew Rowland
John Lynch
Linda Hall
4. With the increasing price of Locksley Woods HOA insurance policy, the board met with representative Jeff Fisher and Norm Bryant of the Towne Insurance Company. We are presently insured by Travelers Insurance Company. Mr. Fisher and Mr. Bryant gave the board valuable information about the statewide increase and discussed co-insurance. They said it was best to stay with an insurance company at least three years before getting new bids.
5. Cali Hardee, Rocky Russell Property Management representative, will contact our lawyers and inquire about the legality of placing liens against properties for not paying acquired fines. She is also reaching out to find what is required for special assessment for cable.
6. Motion made and seconded to not proceed with Solitude Lake Management to remove organic material around the pond dam.
7. One pool camera had to be replaced along with an additional camera to be placed near the dumpster close to building 2231.
8. With the aging of our community the board is looking at replacement costs of our building roofs.
9. Locksley Woods's damage fee assessments will be assessed back to the homeowners.
10. Meeting adjourned at 07:33 p. m. by HOA president Danny Smith

Next meeting scheduled for March 14, 2024 at 05:30 p.m. at RPM

Respectfully Linda Hall

Locksley Woods HOA
Board Meeting
3/14/2024

1. Meeting called to order by HOA vice-president Danny Smith.at 5:28 p.m.
2. Establishment of quorum.
3. Members present:

Cali Hardee – Russell Property Management
Danny Smith
Robin Kee
Logan Simmons
Sandy Conklin
Andrew Rowland
John Lynch
4. An officer from the Greenville Police Department was present to discuss a Trespass Agreement that would allow patrol units to perform patrols in our neighborhood. Trespass signs will need to be acquired and posted in prominent areas. The officer also discussed with the Board other safety measures that could be utilized. Most noted is the suggestion of more cameras.
5. Review meeting minutes from 2/8/2024.
6. Cali Hardee, of Russell Property Management, will continue to update the Board on lien processes.
7. The Board is receiving quotes to replace roofs throughout. Discussion on how to pay for roof replacements will be ongoing and is a priority.
8. The pool maintenance contract for summer 2024 was approved.
9. Reimbursement to Board member for webinar attendance was approved.
10. Meeting adjourned at 8:05.

Next meeting scheduled for Thursday, April 11th, 2024, 5:30 pm at RPM.

Robin Kee

Locksley Woods HOA

Board Meeting

April 11, 2024

1. Meeting called to order by HOA president, Danny Smith at 05:31 p. m.
2. Establishment of quorum.
3. Members present:
Cali Hardee-Russell Property Management
Danny Smith
Robin Kee
Linda Hall
John Lynch
Sandy Conklin
Andrew Roland
Logan Simmons by phone
4. Motion made and seconded to accept the previous meeting minutes. All in favor.
5. Judson Ames with Schwab spoke with the board about different options that are available to invest our reserve account for the Locksley Woods HOA. He stated that investment time ranges from one year to five years. No minimum amount to be deposited. Mr. Ames also spoke about treasury bills that have no restrictions, the interest ranges from 5.5% for 3 months, 5.15% for one year, and 4.8% for three years.
6. The discussion over roof repairs and the cost of replacing shingles from previous storms was discussed since the summer months are upon us and not knowing what storms we may be hit with. Cali Hardee, our representative from Rocky Russell Property Management is reaching out with different vendors for how much the bids are running to replace damaged roofs.
7. Motion made and seconded to replace two broken mail boxes due to damages at a cost of \$2,280.00. All in favor.
8. Motion made and seconded to place a \$100. 00 a day fine for any violation notice that is not corrected within five days of receiving notification from Cali Hardee, our HOA representative. This complaint can be left open for a year in case the offense occurs again. All in favor.
9. The board has discussed and decided to place hangers on the doors of all residents of Locksley Woods and King Richards Court when important information needs to be shared, along with letters.
10. Meeting adjourned at 07:22 p. m. by HOA president Danny Smith.
11. Next meeting scheduled May 9, 2024 at 5:30 p. m. at RPM

Respectfully Linda Hall

Locksley Woods HOA

Board Meeting

May 9, 2024

1. Meeting called to order by HOA president, Danny Smith at 05:42 p. m.
2. Establishment of quorum.
3. Members present:
 - Cali Hardee-Russell Property Management via phone
 - Danny Smith
 - Logan Simmons
 - Andrew Roland via phone
 - John Lynch
 - Robin Kee
 - Sandy Conklin
 - Linda Hall
4. Meeting held at Sandy Conklin's home due to Cali Hardee-Russell Property Management representative, leaving work due to feeling ill.
5. Motion made and seconded to accept meeting minutes from April, 11, 2024, with the change of wording in line 8 of damage-fee assessment to violation notice. All in favor.
6. The HOA board discussed that since the replacing of regular light bulbs at 60 watts to the wafer lights which pull 9 watts, there should have shown a larger saving on the electric bill than what was shown on the statement. Cali Hardee is calling Greenville Utilities and requesting an energy audit for the Locksley Woods and King Richards Court 23 building complex.
7. Motion made and seconded to maintain a \$40,000.00 dollar amount in the operating account and excess will be put in escrow. All in favor.
8. Bennett's Irrigation Service turned in a statement for work done on May 04, 2024, which included work done on the system at buildings 2205, 2213, 2223, 2225, 2229, 2400, 2420, which totaled \$1,122.43 Motion made and seconded that any statement that exceeds \$500.00 going forward with any contractors will have to be approved by the HOA board members before they proceed with the work. All in favor.
9. Motion made and seconded not to allow any homeowners to put sealant on their parking spaces. All in favor.

10. Locksley Woods HOA board discussed the need to pressure wash the buildings due to pollen accumulation. The gutters along the tree lines are full of pine straw and need to be cleaned out as well. The board will revisit this next month.
11. Motion made and seconded to accept the bid with our landscaper to replace the flowers in the entrance bed with brown chocolate mulch, 8 boxwoods and a Sunshine Ligustrum at a price of \$540.00. All in favor.
12. Motion made and seconded for Danny Smith, HOA president to replace the washed out rocks for units 2229C and units 2225B & 2225C at cost of rocks. All in favor.
13. Cali Hardee, Rocky Russell Property Management representative is getting bids for roof replacement cost as well as bids for gutter cleaning.
14. The Locksley Woods community pool will open on May 25, 2024.
15. Meeting adjourned at 07:37 p. m. by HOA president Danny Smith.
16. Next meeting scheduled June 13, 2024, at 05:30 p. m. at RPM

Respectfully Linda Hall

Locksley Woods HOA
Board Meeting
6/13/2024

1. Meeting called to order by HOA President Danny Smith.at 5:31 p.m.
2. Establishment of quorum.
3. Members present:

Cali Hardee – Russell Property Management
Danny Smith
Logan Simmons
Robin Kee
Sandy Conklin
Andrew Roland
John Lynch
Linda Hall
4. Motion made and seconded to approve minutes from May 9, 2024. All in favor.
5. More discussion was had on requirements needed to move forward with roof replacement.
6. Cali Hardee, of Russell Property Management, has requested an energy audit that will take place soon. This is to follow up on savings expected after the installation of wafer lights.
7. Motion made and seconded to approve RPM requesting the highest available interest on the escrow account at bank as discussed with the bank representative. All in favor.
8. Motion made and seconded to approve the treatment for weeds and red ants throughout the property. All in favor.
9. Motion made and seconded to approve plumbing repair at pool shower. All in favor.
10. Meeting adjourned at 7:08.

Next meeting scheduled for Thursday, July 11th, 2024, 5:30 pm at RPM.

Robin Kee

Locksley Woods HOA

Board Meeting

August 22, 2024

1. Meeting called to order by HOA president Danny Smith at 05:31 p. m.
2. Establishment of quorum.
3. Members present:
Cali Hardee-Russell Property Management representative
Danny Smith
Robin Kee
Andrew Roland
John Lynch
Sandy Conklin
Logan Simmons
Linda Hall
4. Motion made and seconded to approve minutes from July 25, 2024, meeting with the amendment that the HOA board has been discussing roof repairs since their February 08, 2024 meeting, due to the importance of this issue. All in favor.
5. Violation hearing was scheduled for unit No one attended.
6. The board discussed the need to power wash all the buildings. It is tabled till next year.
7. Motion made and seconded to pay Blue Ridge Pressure Washing to remove pine straw/debris off roofs/clean downspouts-\$55/building=\$1,265(Gutter guards that are across the gutters are permanent, and not meant to be pulled up). All in favor.
8. Motion made and seconded to pay Bobby's quote to remove netting around the pool at a price of \$300.00. All in favor.
9. The retaining wall near building 2209, has sediment running through it. Cali Hardee-Russell Property Management representative, will get quotes for repairs.
10. Motion made and seconded to go forward using Law Firm Carolinas for any legal questions or matters. All in favor.
11. Locksley Woods HOA board continues to discuss the need for building roof repairs, and replacements, along with the costs associated with this project.
12. Locksley Wood's pest control contract is in review due to new management.

13. Cali Hardee is sending a certified letter to owner of unit _____ to take pictures of what appears to be the remnants of a fire near the window during monthly inspections. Cali Hardee will send someone out to take pictures for possible wiring damage.

14. Meeting adjourned at 07:10 p. m. by HOA President Danny Smith

Next meeting schedule for September 12, 2024, at 5:30 pm at RPM

Respectfully Linda Hall

Locksley Woods HOA

Board Meeting October 10, 2024

1. Meeting called to order by HOA President Danny Smith at 05:33 p. m.
2. Establishment of quorum.
3. Members present:
Cali Hardee-Rocky Russell Property Management
Danny Smith
Logan Simmons
Sandy Conklin
John Lynch
Robin Kee
Andrew Roland
Linda Hall
4. Motion made and seconded to approve meeting minutes from September 12, 2024. All in favor.
5. Locksley Woods HOA board continues to discuss the future of our neighborhood and what needs to occur to keep our area looking beautiful and prestigious; also this will help keep our property value competitive in Greenville and our outlying counties.
6. Locksley Woods has used Otho's Pest Management, LLC, as our pest control company in the past. Otho's has been bought out by Rocket Pest. Cali Hardee-Rocky Russell Property Management is getting copies of the new contract. The board is also looking at a bid by Clegg's Pest Control to determine the best choice for our pest control representative at Locksley Woods's condos.
7. Motion made and seconded to pay Bennett's Irrigation Services, Inc., \$976.59, for the work done to replace irrigation controller at front entrance, as well as replacing a valve for zone 6 at front entrance. All in favor.
8. Motion made and seconded to pay Law Firm Carolinas \$884.00 for their help with reviewing of questions around funds investments and reviewing governing documents. All in favor.
9. Locksley Woods HOA board member Robin Kee is working on a budget to present to the homeowner's at the annual Locksley Woods HOA board meeting.
10. Cali Hardee-Rocky Russell Property Management representative is working on procuring a location for the annual HOA homeowner's meeting. December 5, 2024, is the first date agreed upon by the board members, tentative to what is available with enough space for a large crowd.
11. Meeting adjourned at 07:43 p. m. by HOA President Danny Smith

Next meeting scheduled for November 14, 2024 at 05:30 p. m. at RPM

Respectfully Linda Hall

Locksley Woods HOA

Board Meeting October 10, 2024

1. Meeting called to order by HOA President Danny Smith at 05:33 p. m.
2. Establishment of quorum.
3. Members present:
Cali Hardee-Rocky Russell Property Management
Danny Smith
Logan Simmons
Sandy Conklin
John Lynch
Robin Kee
Andrew Roland
Linda Hall
4. Motion made and seconded to approve meeting minutes from September 12, 2024. All in favor.
5. Locksley Woods HOA board continues to discuss the roof repairs and the future of our neighborhood and what needs to occur to keep our area looking beautiful and prestigious; also this will help keep our property value competitive in Greenville and our outlying counties.
6. Locksley Woods has used Otho's Pest Management, LLC, as our pest control company in the past. Otho's has been bought out by Rocket Pest. Cali Hardee-Rocky Russell Property Management is getting copies of the new contract. The board is also looking at a bid by Clegg's Pest Control to determine the best choice for our pest control representative at Locksley Woods's condos.
7. Motion made and seconded to pay Bennett's Irrigation Services, Inc., \$976.59, for the work done to replace irrigation controller at front entrance, as well as replacing a valve for zone 6 at front entrance. All in favor.
8. Motion made and seconded to pay Law Firm Carolinas \$884.00 for their help with reviewing of questions around funds investments and reviewing governing documents. All in favor.
9. Locksley Woods HOA board member Robin Kee is working on a budget to present to the homeowner's at the annual Locksley Woods HOA board meeting.
10. Cali Hardee-Rocky Russell Property Management representative is working on procuring a location for the annual HOA homeowner's meeting. December 5, 2024, is the first date agreed upon by the board members, tentative to what is available with enough space for a large crowd.
11. Meeting adjourned at 07:43 p. m. by HOA President Danny Smith

Next meeting scheduled for November 14, 2024 at 05:30 p. m. at RPM

Respectfully Linda Hall

Locksley Woods HOA

Board Meeting

November 14, 2024

1. Meeting called to order by HOA President Danny Smith at 05:32 p. m.
2. Establishment of quorum.
3. Members present:
Cali Hardee-Rocky Russell Property Management
Danny Smith
Logan Simmons
Linda Hall
Sandy Conklin
Robin Kee
Andrew Roland
John Lynch
4. Motion made and seconded to approve meeting minutes from October 10, 2024 with the inclusion of the continuing discussion of steps needed to replace our buildings aging roofs while maintaining a balanced budget. All in favor.
5. Damage fee assessments are all billed back to owners.
6. Locksley Woods HOA board discussed that two positions are up for voting at the Locksley Woods annual meeting.
7. Cali Hardee-Rocky Russell Property Manager brought to the boards attention that the information required by CTA needs to be turned in by December 15, 2024.
8. Locksley Woods HOA board agreed upon a second date, January 23, 2025, for the annual board meeting of homeowners. The meeting will be held at First Christian Church, 2810 E 14 St. in Greenville, N. C. The time reserved is 06:30-08:30 p.m. The date could be subject to change.
9. Buildings 2416 and 2418 have crepe myrtles growing against the building, and they need to be cut back. This discussion was tabled until the January 2025 HOA meeting.
10. Locksley Woods HOA board continues to evaluate and discuss roof replacements and the needs of our community; with each passing storm we are witnessing continuing repairs of our building roofs along with other items that will need attention in the coming year.
11. Meeting adjourned at 07:30 p. m. by HOA President Danny Smith

Next meeting scheduled for December 12, 2024 at 05:30 p. m. at RPM

Respectfully Linda Hall

Locksley Woods HOA
Board Meeting
12/12/2024

1. Meeting called to order by HOA President Danny Smith.at 5:36 p.m.
2. Establishment of quorum.
3. Members present:

Cali Hardee – Russell Property Management
Danny Smith
Logan Simmons
Robin Kee
Sandy Conklin
Andrew Rowland
John Lynch
4. A unit owner appeared before the board to enter a discussion regarding her request to have a new handicap access installed in front of her building. Her unit is rented. Andrew Rowland lead the discussion. He explained that Locksley Woods meets all code requirements for handicap spaces and accesses. In fact, Locksley Woods exceeds the number of handicap spaces required. There is a handicap access available for this unit that meets code. The homeowner believes that the access is too far away from her unit. The Board did solicit and receive two quotes to provide a permanent ramp by modifying the sidewalk and parking spaces. The Board did consult an attorney and in prior discussions concluded that we are willing for the modifications to be made but at the expense of the homeowner. The owner voiced her concern about the portable ramp her renter currently uses. She states that it is too hard for the renter to move every time it's used. The Board explained that the portable ramp cannot remain in place between uses due to it being a fire hazard per the Fire Marshal. The Board will confirm with the Fire Marshal. The homeowner is not willing to pay for the modifications but believes the HOA should.
5. Motion made and seconded to approve minutes from November 14, 2024. All in favor.
6. The budget for 2025 was discussed and a new draft will be completed by Cali for a vote this week.
7. Discussion regarding the mailing and the contents for the annual meeting notification scheduled for January 23, 2025.
8. Discussion regarding landscape improvements and a new pool cover are tabled until 2025.

9. The Board continues to discuss and evaluate roof replacement as well as other items that will need to be addressed in the coming year.
10. Meeting adjourned at 7:48

Next meeting scheduled for Thursday, January 9th, 2025, 5:30 pm at RPM.

Robin Kee