

## **Vineyards HOA Annual Meeting – 14 January 2014**

Meeting was called to order at 6:31 pm by Rocky Russell, RPM.

### **HOA Board Members present:**

Jeanette Darden  
Tina Foster

### **HOA Board Members not present:**

Daniel Kimbril (notified RPM)

### **Rocky Property Management (RPM) present:**

Hilary Reid  
Michelle Johnson  
Rocky Russell

### **Homeowners present:**

RPM has the sign-in sheet

### **Treasure Report**

- Discussion of 2014 Budget
  - o Lots of Q &A's from homeowners about past and current budgets

### **New Business**

- **Ideas**
- Homeowners brought up several ideas that could be done around the neighborhood to spruce it up, but of course EVERYTHING COSTS!
  - o An idea that might not cost a lot would be a possible gate in front of the 'entrance' dumpsters as it is an eye sore for anyone coming into our neighborhood.
    - \*RPM checking into costs of a gate for only one dumpster site.
- A newsletter had been created in the past (by Tina Foster) and it was brought up to possibly bring back the newsletter. Could be emailed, placed on doors or mailed. Wasn't asked if RPM would place it on their website along with other forms/documents that they have for the Vineyards – can ask them.
- City of Greenville has a curfew for children under 18 yrs old so if we, the homeowners, can enforce that rule by calling the GPD and hopefully that will take care of some of the noise and kids in the street late at night.

### **New Business**

- Dues Increase to \$37.00 per month, effective February 1, 2014
  - \*Will happen as we didn't have enough to meet quorum for this meeting
- Membership Vote to increase dues to \$40.00 per month
  - o Didn't meet quorum so no vote can be taken

- Did vote to see if homeowners wanted to hold a second meeting to try to meet the quorum or close at \$37 this year. Voted to hold a second meeting in Feb. We would need 45 people or proxies to be able to vote at the second meeting.
  - \* RPM is checking into dates and location for the second meeting

**Additional Board Members – 2 needed**

- Two homeowners (Eric Reifschneider & Ruffin O'Neal) volunteered to join the HOA Board, so no vote was needed.
- Nicole Lambert had to leave early but emailed RPM asking about joining the board, waiting to hear back from all Board Members as to if they approve 6 members or not. Tina & Jeanette are okay with one extra member on the board.

**Meeting adjourned at 7:53 pm**

## **Vineyards HOA Annual Meeting – 10 February 2014**

Meeting was called to order at 6:30 pm by Daniel Kimbril, Vineyard President.

### **HOA Board Members present:**

Jeanette Darden  
Tina Foster  
Daniel Kimbril  
Ruffin O'Neal  
Eric Reifschneider

### **HOA Board Members not present:**

Nicole Lambert (notified Board Members and RPM)

### **Rocky Property Management (RPM) present:**

Hilary Reid  
Rocky Russell

### **Homeowners present:**

RPM has the sign-in sheet

### **New Business**

- Membership Vote to increase dues an additional amount (\$4.00 per door) to \$40.00 per month.

Quorum = 48 people with total present, signed proxies and signed ballots

YES = 38

NO = 7

PASSED. Monthly HOA dues of \$40.00 starting March 1<sup>st</sup>.

**Meeting adjourned at 7:28 pm**

## **Vineyards HOA Annual Meeting – 10 November 2014**

Meeting was called to order at 6:39 pm by Daniel Kimbril, Vineyard President.

### **HOA Board Members present:**

Tina Foster  
Daniel Kimbril  
Ruffin O'Neal

### **HOA Board Members not present:**

Jeanette Darden (sent proxy)  
Nicole Lambert (notified Board Members and RPM)  
Eric Reifschneider (notified Board Members and RPM)

### **Rocky Property Management (RPM) present:**

Chelsey Bennett  
Rocky Russell

### **Homeowners present:**

RPM has the sign-in sheet. Did ask for all attendees to leave their email address upon signing-in to receive future newsletter and etc.

### **Elections:**

- Chelsey notified that Jeanette Darden resigned via email earlier that day
- Was mentioned that there were 3 board members needed. There were 2 now up for re-election.
- Was opened to the floor for write-ins.
- A homeowner nominated her tenant as a write-in (Lori Wallace).
- Two homeowners nominated themselves. (Alice Taft & Troy Worthington).
- Vote was made by Election 2015 Ballot. Rocky Russell counted the ballots.
- Elected board members were Tina Foster, Daniel Kimbril & Troy Worthington

### **Discussion of Financial Status of HOA:**

- Discussed mulch issues/landscaping
- Update on this year's projects (parking lot and dumpster gate)
- If anyone notices illegal dumping into dumpsters, PLEASE take license plate number and notify police
- Discussed future pressure washing – budgeting for half of neighborhood to be washed beginning 2015. Each side will be washed every other year hopefully with new budget.  
\*RPM is getting quotes on pressure washing jobs.
- Discussed budgeting more money in savings for future roof repairs and additional big ticket items
- Discussed future reserve study  
\*Board members need to vote on this

## **Open Discussion**

- Discussed future termite inspection. Call Russ Pest Control for all sprayings.  
\*RPM is checking into the annual Termite inspection as it should be coming up.
- Carolina Windows and Doors will make window screens for anyone that needs a repair. This was noted from another homeowner.
- A homeowner asked if we keep up with crime reports. RPM nor the Board does that. It was mentioned to start a Community Watch program. A little question will go out in the fall 2014 newsletter to see how much interest we have with that program. If we have enough interest and someone who would like to take charge, we will then move forward.
- It was mentioned that a lot of kids are hanging out in the common areas and being disruptive. Ideas were asked on how we can stop this. If anyone has ideas, please send them and the Board will discuss.

**Meeting adjourned at 7:45pm**

Vineyards HOA Annual Meeting – November 17, 2015

Meeting was called to order at 6:10 pm by Daniel Kimbril, President

**HOA Board Members Present:**

Daniel Kimbril

Ruffin O'Neal

Eric Reifschneider

Troy Worthington

**Russell Property Management (RPM) Present:**

Chelsey Bennett

Rocky Russell

**Homeowners Present:**

RPM has sign-in sheet.

**Elections:**

- Three positions were available for election for 2-year terms (2016-2018)
- Two current Board members were at the end of their term and willing to serve again if re-elected
- Floor opened for additional nominations
- Raymond Gaskins Jr was nominated
- Vote was made by 2016 Ballot. Rocky Russell counted the ballots.
- Elected to the Board were Raymond Gaskins Jr., Ruffin O'Neal and Eric Reifschneider

**Discussion of Financial Status of HOA:**

- Daniel Kimbril reviewed 2016 budget items as resented on Profit & Loss Budget Performance
- Dues will be increased to \$41.75 per month as of January 1, 2016
- All dead/failing bushes were removed this year. Not all bushes will be replaced as many areas were over crowded. Board will be replacing on an as-needed basis.
- Mulch has not yet been put out as Board is waiting for splash guards to arrive and be installed first, in order to prevent mulch from washing away.
- Board will review prices for dumpster repairs/painting and move forward in 2016
- Bids will be reviewed for painting of all front doors. Board will decide on vendor and timeframe.

**Open Discussion:**

- Concern was raised about stray cat population. City is currently revising their procedure – once the new procedure is in place Board has approved to move forward with cat traps. Notifications will be sent prior to any trapping.
- Concerns were raised by various homeowners about issues surrounding the dumpsters, including lids being left open and dumpsters being used by non-residents. It was discussed to possible add a chain to the dumpster lids to keep them from being flipped all the way open and possibly put up cameras to catch outsiders. Board will need to discuss further before making a final decision. Also was discussed about adding more recycle bins and/or centers. RPM will follow up with City.
- Question about community watch program was raised. Upcoming newsletter will include information and requests for anyone interested. A resident will need to step up to be in charge of the program and volunteers.
- One homeowner questioned about having a third parking spot. Vineyards legal documents state each unit is designated two parking spaces. Visitors are to use visitor parking – not full time residents. Board stated this topic should be discussed with the individual at a Board meeting. No decisions were made.

**Meeting was adjourned at 7:08**

Vineyards Townhomes HOA  
Annual Meeting of the Members  
November 9, 2016 @ Christ's Church

Quorum was established with 25 total properties present in person (12) or by proxy (13). Sign in sheet will be stored with official records.

Two Board member positions were up for election. Nominations included Daniel Kimbril, Willie Pollard, and Troy Worthington. Daniel Kimbril and Troy Worthington received the highest number of votes and were elected to serve a 2-year term (2017-2019).

Minutes from the November 17, 2015 were reviewed and approved as submitted.

The 2017 budget was ratified by all in attendance.

Open discussion included conversations about the following:

- parking issues: each unit has 2 designated spaces ONLY; residents should not park in visitor spaces; violators of parking regulations will receive a ticket and a sticker as a warning and will be subject to towing if violation continues
- Rules and Regulations violations: every unit should have white, horizontal blinds covering the windows; no furniture is permitted to be stored in front of the units (small ornamental benches may be permitted with Board approval)
- pest control contract is through Otho's, which includes quarterly exterior spraying for general pests and exterior annual termite inspection; owners/residents may contact Otho's at 252-227-4005 directly to schedule an interior inspection and/or spraying for general pests or termites
- Board will review bids for projects to be completed in 2017, including (but not limited to) pressure washing and shrub replacement

Meeting adjourned.

Vineyards Townhomes HOA  
Annual Meeting Minutes

November 8, 2017

Christ's Church – fellowship hall

Meeting called to order.

Quorum was established was 24 properties represented (11 in person, 13 by proxy).

Below persons were nominated for election to the Board of Directors. The three persons who received the highest number of votes were elected for a 2 year term (2018-2020)

Raymond Gaskins, Jr. (23)

Roberta Kulka (0)

Ruffin O'Neal (23)

Eric Reifschneider (23)

Charles Richard (0)

Minutes from November 9, 2016 annual meeting were reviewed and approved as submitted.

Budget for the 2018 fiscal year was ratified. Dues assessment will be \$43.50 effective January 1, 2019.

Open discussion topics included:

- concerns that Otho's was not spraying on a quarterly basis per their contract
- Bryan Smith Landscaping crews have not been picking up trash enough. Trimming was not completed at this time in the back of the subdivision.
- Questions about when mulch would be put out. Board members explained that mulch is put out in even years so the next time will be in 2018. Owners can replace mulch on a more frequent basis but must maintain uniformity.

Meeting adjourned.



Vineyards Townhomes HOA  
Annual Meeting Minutes

November 29, 2018

Christ's Church – fellowship hall

Meeting called to order.

Quorum was established was 21 properties represented (14 in person, 7 by proxy).

Below persons were nominated for election to the Board of Directors. The two persons who received the highest number of votes were elected for a 2-year term (2019-2021)

Jeanette Darden (7)

Daniel Kimbril (21)

Roberta Kulka (1)

Troy Worthington (14)

Minutes from November 8, 2017 annual meeting were reviewed and approved as submitted.

Discussion about 2019 budget included proposed dues assessment increase over CPI. Votes were collected and counted – 19 approved increase, 2 denied – increase passes. Dues assessment will be \$55.00 per month effective January 1, 2019 and cannot be increase again until January 1, 2021. The 2019 budget was ratified representing approved increase.

Open discussion topics included:

- concerns that Otho's was not spraying on a quarterly basis per their contract
- Bryan Smith Landscaping crews have not been picking up trash before mowing and crews are blowing grass into flower beds.
- Cats are no longer a nuisance, no more kittens were being produced, however property across Forelines Rd is feeding stray cats
- Residents expressed concerns about bus stop area for children; cars are seen speeding a lot.
- Concerns raised about snakes in the neighborhood.
- Requesting vendor notices hung on door earlier than a few days prior to work being completed. Board members explained the RPM hangs notices when dates are confirmed, vendors are unable to confirm dates too far out due to weather and other possible delays.

Meeting adjourned.

Vineyards Townhomes HOA  
Annual Meeting of the Members Minutes

November 12, 2019

Location: Christ's Church – fellowship hall

Meeting was called to order at 6:35 pm. Quorum was established with 21 units represented (11 in person, 10 by proxy).

Nominations for the Board of Directors included Ron Bass (20), Jeanette Darden (19), Raymond Gaskins, Jr (0) and Ruffin, O'Neal (21). Those persons with the highest number of votes were elected to the Board for a two-year term (2020-2022).

Minutes from the previous annual meeting (November 29, 2018) were reviewed and approved as submitted.

Budget for 2020 fiscal year was reviewed and ratified as submitted. No dues assessment increase, dues assessment will remain at \$55.00 per door per month. Pressure washing was completed in 2019, so new mulch will be put out in 2020 – currently on a plan of every other year for both items (pressure washing in odd years and mulch in even).

General discussion items included:

- Residents are allowing dog to roam free in the neighborhood without a leash on and owners are not picking up behind the dogs. Board explained that if residents are able to identify the unit the dog/owner resides at to contact Chelsey Bennett at RPM, if dates and specific time frames are supplied as well, the owner of the unit may be subject to fines.
- General cleanliness around dumpsters seems to be improving. The landscaping crews are picking up trash in general better throughout the neighborhood. Residents are encouraged to assist others that may have difficulty lifting the tops of dumpsters. Bulk items (furniture, appliances, etc – NOT construction debris) need to be reported to the City for pickup.
- Reminder about Otho's Pest Control - residents can call to schedule spraying for general pests as well as interior termite inspections; there is no additional charge for calling as this is included in the pest control contract.
- Question about resident's feeling of safety in the neighborhood, response was overall positive with a few minor incidents. It was suggested that residents that feel unsafe could purchase a doorbell security camera (such as Nest or Ring); any security system that would alter the exterior appearance of the building would first need to be submitted for the Board to review. Police have been patrolling the area more frequently.
- Concern about some hedges not cut straight. Board members will review but explained it may just be how the plant grows (more nutrients in one area).
- Board members discussed where at in the process of having a bus stop station installed for the children of the neighborhood; plans will be finalized at first Board meeting in 2020.

Meeting adjourned at 7:18 pm.

The Vineyard Homeowners Association of Pitt County, Inc.  
Annual Meeting Minutes  
November 5, 2020  
Location: Christ's Church

Meeting called to order at 6:05 pm.

Quorum was established with 18 properties present (7 in person, 11 by proxy).

Daniel Kimbril and Troy Worthington were nominated and run uncontested, so they were elected to the Board of Directors for a two-year term (2021-2022).

Minutes from previous annual meeting, November 12 2019, were reviewed and approved as submitted.

Budget for 2021 fiscal year was reviewed and ratified as submitted. Dues assessment will remain at \$55 per month.

Open discussion topics included:

- Shutters are faded and requested to have painted. Board will look into estimates for property wide painting.
- Pressure washing in 2021 will be completed by Southern Outdoor Restoration and will include all building exteriors and cleaning the sidewalks and dumpster pads (concrete within the patio areas will not be included).
- Resident has suggestion of adding a bike path around the exterior of the property.
- Concerns about mailboxes allowing rain in. As there are only a few issues now, the Board will review options for purchasing all new mailboxes when funds are available – current style is not manufactured anymore and would need to be upgraded. Suggestion provided to add felt inside as a temporary band aid.
- Stray cat is more or less under control.
- Concerns about usage of visitor spaces and parking in front of dumpsters.
- Some residents have been blaring music at late hours. Police should be contacted for noise complaints between 11:00 pm and 7:00 am.
- Non-residents from surrounding neighbors have been reported driving 4-wheelers around the property.

Meeting adjourned at 6:55 pm.

Vineyards Homeowners Association of Pitt County, Inc  
Annual Meeting of the Members

November 16, 2021

Location: Christ's Church

Meeting called to order at 6:05 pm.

Quorum was established with 19 properties total (9 in person, 10 by proxy).

Kayla Moore, Ruffin O'Neal, and Lorri Phillips were nominated and ran uncontested, so all three were elected to the Board of Directors for a two-year term (2022-2024).

Budget for 2022 fiscal year was reviewed and ratified as submitted. Dues assessment will increase to \$672 per year (accepted in monthly installments of \$56 per month); increase will be effective January 1, 2022.

Open discussion topics included:

- Concern about aging roofs. Board discussed entering year 3 of 5-7 plan for funds being collected for roof replacements. Individuals with leak spots showing on the inside of the unit should contact Russell Property Management to have the area investigated and exterior repaired as needed.
- Trash collection by landscaping crew is not being done properly.
- Some residents are continually using visitor parking. If you know of a resident that is using a visitors spot, please contact Russell Property Management, in writing/email – you must provide vehicle description and license plate information.
- Board will be reviewing estimates to have a reserve study completed.
- School bus stop is still in the works. Currently waiting on the City to approve an edited design for the location and installation of sidewalk.

Meeting adjourned 6:56 pm.