

WESTPOINTE TOWNHOME BOARD MEETING

March 26, 2015 at 6:00pm

Quorum was achieved as four Board members were in attendance including Tré Stallings, Jojuana Threatt, Margaret Hrushesky, and Gena Braley. Chelsey Bennett was representing Russell Property Management.

Minutes from previous Board meeting were approved as read with one correction to "CPI index".

Violation hearings – [REDACTED] – Motion made and carried to send certified letter to homeowner to repair door. They will be fined \$5 per day if they have not completed the repair in 30 days.

- [REDACTED] – Shafau property; try to find person to collect dues owed. Discussed possibility of having to "write-off" these dues if not able to be collected.
- [REDACTED] – as of 3/26/15 Board meeting, owes \$3,499.14
- [REDACTED] – as of 3/26/15 Board meeting, owes \$2,384.85
- Reviewed all reports
- We discussed obtaining a list of when major improvements to the property (i.e. roof replaced, paving, painting, etc.) has been performed in order to setup a schedule to know when we need to perform these maintenance duties again.

OLD BUSINESS

- a. Discussed parking lot maintenance bids – Question was raised regarding who performed parking lot maintenance last time and if they had a warranty. Motion was made and carried to table discussion of paving until June meeting.
- b. Optional concrete pad for dumpsters – Discussion regarding which dumpsters currently had concrete pads and which ones need replacing.
- c. Recycling stations – Discussion as to the placement of the recycling stations and if grant money was available. May have to talk with Rivers & Associates (engineers) regarding placement.

NEW BUSINESS

- a. Officers – elected officers as follows:
 - i. President – Tré Stallings
 - ii. Vice President – JoJuana Threatt
 - iii. Secretary/Treasurer – Ashley Bishop
 - iv. At Large Members – Gena Braley and Margaret Hrushesky
- b. Collection policy reviewed – motion was made and carried to accept the new policy as read.
- c. Rules & Regulations – motion was made and carried to review the current Rules & Regs on our own and to email fellow Board members for review/discussion and vote.

- d. Landscaper bids – we discussed wanting to have specifics regarding what we want and what we are actually paying for in the contract (i.e. is the retention pond upkeep included, height of the bushes when trimmed, etc.). We asked to see some of the landscaper's work. Denton Landscaping does Phase 1, 3, and 4 at Sterling Pointe.
- e. Painting – we voted to get bids and to specify exactly what we want to have painted in the bids.
- f. Next meeting was tentatively scheduled for June , 2015, at 6:00pm. Meeting was adjourned.

Westpointe Townhouse HOA Meeting 08/05/2015

Meeting was called to order by Tre Stallings

Quorum was established as 5 members were present (Tre Stallings, Ashley Bishop, Jojuana Threatt, Gena Braley, and Margaret Hrushesky).

Minutes from prior meeting were reviewed and approved (Ashley motioned, Jojuana seconded the motion).

Reports were reviewed:

*Financial Reports: we were under budget and increased our assets by \$34, 000

*Violations and Work Orders were reviewed

Collections:

* [REDACTED] BOD Decision: write off \$539.62; Ashley motioned, Margaret seconded motion

* [REDACTED] BOD Decision: move forward with foreclosure proceedings; Gena motioned, Margaret seconded motion

* [REDACTED] BOD Decision: write off remaining debt; Ashley motioned, Margaret seconded motion

* [REDACTED] BOD Decision: move forward with setting date if not already in foreclosure; Gena motioned, Jojuana seconded motion

* [REDACTED] BOD Decision: move forward with foreclosure proceedings; Jojuana motioned, Margaret seconded motion

Maintenance:

*Parking Lot Repair: Discussed bids from Asphalt Solutions, EC Asphalt Seal-Coat Company, and Cavalier Paving and Sealcoating; decision was made to move forward with Asphalt Solutions for striping, pot hole repairs, crack sealant, and concrete slab; Gena motioned and Ashley seconded motion

*Painting: Reviewed one bid from Justice Home Improvements; board would like more bids before moving forward (some companies had not responded at time of meeting); discussed touching up front sign and townhouse numbers

*Sidewalk Repair: Reviewed one bid from Medina Construction; board discussed potential root damage, will this happen again if trees aren't removed; it was decided to move forward and accept this bid; Gena motioned and Jojuana seconded; Margaret was opposed.

*Parking sign replacements: Reviewed one bid from Mammoth Signs; board would like to see other bids before making a decision; questioned if signs could be help up with metal posts to avoid wood damage; asked to add a request for signs to posted at dumpster with what is allowed to be left

*Fence: Did not discuss

Landscaping:

*Contract: Reviewed bids from Bryan Smith, Creech Landscaping, WB Denton, and WAC (current); board wants contract to specify bushes (how far from townhouse, height), how frequent walk thrus will occur (board wants every 30 days); want to make contract is specific and everything is in writing; Gena motioned to proceed with WB Denton (for all landscaping) and Ashley seconded motion

*Pond Maintenance: Reviewed bids from Bryan Smith, Creech Landscaping, WB Denton and WAC (current); decision was for WB Denton

*Pinestraw Mulch: Reviewed bids from Bryan Smith, Creech Landscaping, WB Denton , WAC (current), and Enhancement Solutions; would like to do pinestraw after pruning; decision was for WB Denton

*Insects: Did not discuss

Rules and Regulations:

*Board reviewed draft with the following changes:

*Eliminate #6 under Pets: Cat owners are required to restrain their pets within the development and may not allow them to roam free per the City of Greenville Animal Control Ordinance

*Rules and Regs will be emailed to owners and put on townhouse doors

*Gena motioned to accept Rules/Regs and Jojuana seconded motion

Confirm Meeting Dates

*Budget Meeting: Around 11/19/15; Board would like a Tuesday/Wednesday; Chelsea to send out dates

*Annual Meeting: Tuesday, January 19th at 6:00 at Sheppard Memorial Library

Meeting adjourned.

Westpointe Townhome HOA
Board Meeting
November 18, 2015

Meeting was called to order by President, Tre Stallings, and a quorum was established with 4 of 5 directors present.

Violation hearings were held for all violations that were open for numerous months. The following decisions were made:

-Owner of 1119 J4 was present for two violations (dog barking and missing window screen). Board decided to not fine owner for dog complaints as they have stopped – any further complaints may result in a fine. Board decided to not fine for missing window screen as owner is in process of having windows replaced – daily \$5.00 fine will begin January 1, 2016 is not completed.

-All flag pole violations were closed (will be removed when painting occurs). Addresses included 1103 B1, 1111 F6, 1115 H4, and 1119 J8

- Any violations noted “in progress” were given until January 1, 2016 to correct before a daily fine of \$5.00 begins. Addresses included 1103 B1, 1109 E5, 1109 E6, 1111 F6, 1115 H2, 1115 H6, 1119 J1, and 1119 J5.

- Board voted to assess a daily fine of \$5.00 starting November 23, 2015 until the violations are completed at the following addresses 1105 C3, 1107 D1, 1107 D2, 1109 E4, 1111 F3, 1113 G10, 1115 H4, 1115 H5, and 1117 I8.

Minutes from August 5, 2015 meeting were approved with no changes.

Reports were reviewed, including balance sheet, profit & loss, delinquents, violations and work orders.

Board reviewed bids from four vendors (Jeff Hinson Painting Company, Slate Painting, Rainbow Painting Company, and Ramirez Painting Company) for painting all doors (front and back), shutters, columns, sign touch ups and numbers on doors. Slate Painting Company was approved with bid of \$4928 – work to be scheduled for spring (after pressure washing is complete).

Board reviewed bids from three companies (mammoth Signs, Signsmith, and Signs Now) in regards to parking sign replacements. Board approved to have Signsnow create the replacement signs and RPM will install for a total estimated of \$184.61.

Board reviewed bid about fire ant treatment from Wheeler Exterminating Company and decided to hold until spring to make a final decision.

Annual meeting preparations included review and approval of 2016 proposed budget with NO increase; three positions up for election. Annual Meeting is scheduled for January 19, 2016 at Sheppard Memorial Library, 6:00pm. All information will be included in annual meeting packet to be mailed to all members in accordance with the Bylaws.

Meeting adjourned.