

Sovereign Oaks HOA Board Meeting Minutes

Date: 4.11.23 (Approved 5.2.23)

Board Members Present:

Kirsten Kern, Mark Jordan, Mike Newton, Catherine Stelpflug, and Beth Kainic (remotely)

Additional HOA Members Present: None

Others Present: None

Meeting Called to Order: 7:04 pm

Meeting Adjourned: 8:36

Executive Session: 8:36 - 9:11

Next Meeting: 5.2.23, (First Tuesday of the month)

| Topic | Notes | Next Steps/ Person Responsible |
|----------------------------|---|---|
| Previous Meeting Follow-up | The board approved the previous month's minutes. Motion: Mark Second: Catherine | CS to email to Rebekah for website |
| Treasurer | Beth: Mark handed out printouts of the budget. <ol style="list-style-type: none"> 1. Beth reviewed budget 2. Beth asked questions confirming budgeted amounts from "builder impact fees" and for "Landscaper Fees". Mulching is a large chunk of landscape fees and was just paid (why are we already at 42% of yearly budget in April) 3. At present SO HOA's Skyrunner Account has large credit which covers monthly bill of \$25.00, and will be used up 21 months from now, at this billing rate. We will begin paying \$25/mo (or the current fee) at least by Jan. 2025. 4. Will need to file taxes for 2021 and 2022, HOA accountant will file these, and currently has all documents needed. | HOA Accountant, Kristin Eggins, to email Treasury Report to Rebekah for website |
| Com- mittee Business | <ol style="list-style-type: none"> 1. Facilities - <ol style="list-style-type: none"> a. Gate repaired and working fine, with a better arm activator that will perform better than before. Back to regular open weekdays, closed the rest of the time. (We owe the balance, and will pay, once billed for the repair. Insurance check for this repair received and deposited in our account.) b. Will need apx. \$1,200 to repair fence; it will not be possible to turn bent boards over and reuse, as we had hoped. -180 boards, 25lbs screws, disposal of old boards -Request for volunteers, to help stain and replace boards, will be forthcoming | |

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| | <p>2. DRC -</p> <ul style="list-style-type: none">a. No new business at present; 2 new builds in May <p>3. Trails & Landscape -</p> <ul style="list-style-type: none">a. Trails will work in conjunction with DRC on fence repairsb. Trails will be laying out a maintenance plan for our trailsc. Working with the landscape company, Asheville Lawn and Landscaping, to update our contractd. Mulch bids coming ine. Mowing bids also coming in <p>Note: Mulch is a large part of our budget for landscaping each year, hence we are well into this budget item by this time each year.</p> <ul style="list-style-type: none">f. Concrete work at the pavilion site will be complete before summer <p>4. Social -</p> <ul style="list-style-type: none">a. Nothing new (yearly schedule went out last month in Hot Topics)b. Just a thought: Maybe Social Committee could consider putting together a questionnaire about how many social events folks want, and requesting ideas for neighborhood activities. This could go out a month or two prior to the annual meeting, so we could hold a vote on some top ideas at the annual meeting. | |
| <p>New Business</p> | <ul style="list-style-type: none">1. Issues with dogs off leash, and poop not picked up - Possibly we could put something clever, yet thoughtful, in Hot Topics to encourage people to keep good control over their pets, including not to allow pooping or urinating on some areas Please be mindful that urine can be damaging to maintained grass and plantings. Poops, and poop baggies, need to be picked up each and every time.2. HOA attorney has recommended that we come up with a policy for late dues and collections and we can present this at our next annual meeting.<ul style="list-style-type: none">a. Board wants recommendations on a reasonable amount of time to begin a collection feeb. Ask HOA members at next Annual Meeting, would we rather raise dues, or increase fees on non-paymentMotion: Kirstin Second: Mark3. Board discussed possibilities to update our Collections policy | |

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| | <p>-A late fee of X will be charged on X, if dues are not paid within 120 days of the original statement (this language basically mirrors our Covenants, but allows us to clarify an amount for the late fees and the timing of the charges).</p> <p>Discussed ways to encourage people to pay their dues</p> <p>4. Dues statements will be sent through US mail and email.</p> | |
| Hot Topics | <p>-Please be mindful that urine can be damaging to maintained grass and plantings.</p> <p>-Poops, and poop baggies, need to be picked up each and every time.</p> | |
| Next Meeting Agenda | <p>-Continue discussion on preparing a collections policy to bring before the HOA for a vote at the annual meeting in September</p> | |