

Sovereign Oaks HOA Board Meeting Minutes

Date: 4.2.24 (Approved)

Board Members Present

President: Beth Kainic

Vice President: Mark Jordan (Absent)

Treasurer: Sam Cooke (Virtual)

Secretary: Catherine Stelpflug

Director: Mike Newton

Additional HOA Members Present: Tim Conway, Georgia Case, Nancy Hoer

Others Present: None

Meeting Called to Order: 6:58 pm

Meeting Adjourned: 9:45 pm

Executive Session: 8:30 - 9:45 (See notes below Minutes)

Next Meeting: Tuesday, May 7, 2024

Topic	Notes	Next Steps/ Person Responsible
Member Visitor	<p>Tim Conway came to present his proposal that the community purchase a timber frame pavilion that is currently being built by a master class from the Heartwood School in New Hampshire. He presented photos of the project that Heartwood School has available for sale, with a proposed materials list of items needed to put it together as well as his suggestions for a master timber framer in the area, George Morrison. The master timber framer could lead neighborhood volunteers in constructing the pavilion on the pad of the old greenhouse. Tim suggested asphalt shingles and said wiring could be added later through the open rafters.</p> <p>Tim shared that the frame is mostly ready, but may need two additional support posts at the midpoint of the longest dimension, and these could be ready in about two months. The construction timeline for assembly was suggested to be about 4 days, plus 1-2 days for roofing.</p> <p>Tim has requested that the Heartwood school hold the pavilion for us and they have granted a two week hold, then they will give a first right of refusal. He asked the Board to decide quickly before this opportunity is gone.</p> <p>The BOD had many questions regarding details.</p> <ul style="list-style-type: none">-How tall would this be (Tim showed 10' plus approx. 5' for roof)?-Type of woods to be used and their weathering abilities (on paperwork given) *Catherine noted that these "proposed" woods and may not be exactly what was offered, which could change.-Staining and ongoing maintenance would need to be considered.-Delivery cost for materials coming from Heartwood?	

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	<p>-Professional labor costs? -Additional large equipment costs for raising the structure? -Size compared to foundation issue? -Beth inquired about rain protection. -Should roof be asphalt or metal? -Mike stated only one side, the section over the patio, should need gutters. -Georgia suggested rain chains. -Is this timeline realistic? -Would we have enough volunteers capable of this kind of work? -Sam asked about other professional help with George Morrison and Tim clarified that this quote includes one skilled helper with George.</p> <p>Following the presentation and subsequent discussion, the Board assured Tim that this matter would receive serious consideration tonight, especially based on prior interest in the community for a pavilion.</p> <p>Tim was thanked for all the work to pull this together, and neighbors Georgia and Nancy were thanked for coming to hear about the project and participating in the discussion.</p>	
<p>Previous Meeting Follow-up</p>	<p>The board delayed approval of the previous month's minutes in order to add details. Motion: Catherine Second: Beth</p>	<p>CS to email to Rebekah for website</p>
<p>Treasurer</p>	<p>Report - Sam reported current state of the budget is normal.</p> <p>Advisory Committee (IAC) language approval Reminder that from last month that "Sam and Beth had gathered information on investment-related requirements for our HOA from both our own SO documents as well as state of NC HOA and Planned Communities Act requirements, and confirmed all with our attorney."</p>	
<p>Committee Business</p>	<p>1. Facilities -</p> <ol style="list-style-type: none"> a. Mulching front beds around entrance was \$5,940 last year. This year it will be \$6,000. b. Road repairs: 2 areas in need of repair will not be impacted by upcoming construction so they are ready to be repaired. Quotes are being gathered now. c. New USPS PO Box mailbox payment is coming up and the Board wants to confirm use of the HOA mailbox and not have to continue the PO Box.. 	

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	<p>2. DRC - Continued discussion of finding a replacement for Valerie</p> <p>Builds: 7 current & upcoming</p> <p>3. Trails & Landscape -</p> <p>a. Projects: Updating trails map and maintaining clearing trails. b.</p> <p>4. Social - First Fire Pit Friday was held at the "Picnic Area" (old greenhouse site), and successful with a good turnout. Pictures will be forthcoming in the newsletter.</p>	
Hot Topics	<p>-Run another request for replacement for Valerie</p> <p>-Pavilion information</p>	Secretary to email HTs to Amanda
Next Meeting Agenda	<p>- Continue with discussion of Valerie's replacement.</p>	