

The Summit Property Owners Association

2022 Annual Meeting Minutes

**Cedar Grove Church
160 Toney Road, Bostic, NC 28018**

11:00 AM

October 29, 2022

POA Board Members: Carlos Borrás - President
John Palella - Vice President (Absent)
Doug Miller - Secretary
Steve Brooks - Treasurer
Brian Fischer - Director At Large

- I. Call to Order - The meeting was called to order at 11:05 am by the President.
 - a. A moment of silence was observed for three of our members who passed away since our last annual meeting.
 - b. Head Count/Vote Count - There were 14 owners present representing 32 lots. Proxies from 34 owners were accepted by the Secretary representing 44 lots.
 - c. Establish a Quorum - The quorum to hold the meeting is 25. There were 76 total votes represented at the meeting, establishing a quorum.
 - d. New Owners Introduction - We have four new property owners since the last annual meeting. Two of them were at the meeting and were acknowledged.
- II. Reading of the Minutes - One member wanted the minutes from last year's meeting read. (The meeting minutes are on The Summit website.) The Secretary read the minutes. A motion was then made by Joe Porto and seconded by Phil Wigger to approve the minutes of last year's meeting. A hand vote was taken and the minutes were approved.
- III. Financial Report - The Treasurer delivered the Treasurer's Report (attached).
 - a. Dues - \$38,700 was collected for 2022 (including two late fees).
 - b. 2022 Spending vs. Budget - The Treasurer reported that un-budgeted spending for new mailbox clusters, legal fees, roadway curbing and storm drain maintenance resulted in a \$4,164 reduction in the allocation to the reserve fund.
 - c. 2023 Proposed Budget and Vote - The proposed 2023 budget was sent to all members prior to the meeting. There was some discussion about the Vanguard long-term reserve fund. The President then called for a vote on the 2023 budget. Phil Wigger made a motion to approve the budget, seconded by Tina Fischer. The new budget was passed by a show of hands.

IV. President's Report - Carlos Borrás

a. Old Business

- i. Curbing at the Entrance - Doug Miller reported that bids were solicited from three contractors to extend the curbing on a section of the entrance road where we had been experiencing washout during heavy rains. Primary Asphalt Company was selected and completed the work this summer.
- ii. Camera Upgrades - Steve Brooks reported that we have installed a Carolina West wifi modem at the gate to enable us to connect our entrance cameras to the internet. (Today, our camera photos are only accessible by physically removing the flash card.) The next step will be to upgrade the cameras and make the pictures available online.
- iii. Online Dues Payments - Carlos Borrás reported that seven members (out of 90) used the online payment option available through PayPal for 2022. PayPal has a new policy that requires non-profit organizations to have a person's charge card on file, which the POA Board is not inclined to do. Consequently, we are dropping that option for the 2023 dues year.

b. New Business

- i. Declaration of Covenants Amendments - 67% of the entire membership is required to approved changes to the Covenants, which is 81 votes. There were not 81 total votes available, therefore this item was removed from the agenda.
- ii. Bylaws Amendments and Vote - The President read a statement to the effect that some misinformation had been disseminated to an unknown number of members regarding the proposed bylaws changes, prohibiting a fair and unbiased discussion. He then asked for a motion to postpone any discussion on bylaws. A motion was made by Steve Brooks and seconded by Joe Porto. A hand vote was held and the motion defeated. A discussion ensued. Sherron Timmers handed out a letter written by another member (Timothy Conner, who was not present) containing objections to the proposed bylaws. She then voiced her concerns, including the Board Directors voting process, Director dismissal protocol, and various financial controls. The President asked for a motion to vote on the bylaws as proposed. A motion was made by Phil Wigger and seconded by Mike Guarascio. The vote was held by paper ballot. A majority of the total membership is required to change the Bylaws (61 votes). 21 votes were cast in the affirmative. The proposed Bylaws were not approved. The 2015 Bylaws are still in effect.
- iii. Rules & Regulations Changes - The President reviewed changes to The Summit Rules & Regulations (this document was made available at the meeting). Two additions were made:
 - garage/yard sales are not allowed (due to exposing our gate code to the public)
 - fireworks are not allowed (due to the fire hazard)

- iv. Mailbox Clusters - Steve Brooks reported that two new mailbox clusters were added at the gate. We were down to three spares with the existing boxes, and several residents had reported having to travel to the post office when all the parcel boxes were full. We should now have enough capacity for the foreseeable future. Steve also reported that the post office has informed him that their new policy is that packages are only guaranteed to be left in a parcel box for three days. If all the boxes are full when they try to deliver packages, they will remove the oldest packages and a pick-up slip will be placed in the recipient's mail box for pick up at the post office.
 - v. Gate Sensor - Several residents had notified us that the gate did not always open as they approached it going out. Brian Fischer reported that our gate contractor has installed a new sensor, and the problem seems to be solved. He also has pre-programmed gate clickers available to members for \$15. Troy Young suggested that the gate code for renters be changed once a month. The Board will consider it.
 - vi. Road Reflectors - Mike Guarascio had earlier requested that the Board put reflectors at various curves in the roadway for better visibility at night and during foggy periods. Carlos Borrás reported that the Board looked into various options and has a plan to install reflectors on the guard rail and most street signs. Troy Young also suggested that we install a blinking light on the gate that activates when opening, so it would be more obvious at night. The Board agreed to look into it.
- c. Sub-Committees
- i. Beautification - The President reported that Cathy Miller is stepping down as chair of the Beautification Committee. He displayed a list of duties for the committee (including maintain the landscaping, maintain the entrance sign and lights, clear rubbish and leaves in the common areas, and hang seasonal decorations at the gate/entrance sign/street posts), and asked that anyone interested in the position contact the Board.
 - ii. The President announced that several new standing committees would be formed by the Board. Interested persons were encouraged to contact the board. These include:
 - Welcoming Committee (duties might include welcoming new owners, planning neighborhood social events, and monitoring the wellbeing of our senior residents)
 - Nominations Committee (duties to include vetting candidates for Board positions)
 - Media Committee (duties might include maintaining the website, issuing newsletters, and disaster notifications)
 - Roadway Committee (duties might include maintenance of the road, grass cutting, ditch bank clearing, storm drain cleaning and snow removal)
 - Security Committee (duties to include gate and camera maintenance)

- d. Vote for Board of Directors for 2023 - The President reported that due to Doug Miller rotating off the Board, and John Palella electing not to run for a second term, there would be two Board openings for 2023. There are two qualifications for being on the Board, 1) must be a member (over 18 years of age) in good standing and 2) cannot be a member of the same household as a current member. The President then opened the floor for nominations. There were two nominations from the floor, Tim Conner and Troy Young. Since there were only two candidates and two positions to be filled, no vote was necessary. However, Tim Conner was not present and could not be considered at this time, leaving a Board vacancy for the next term. After a brief discussion amongst the Board, it was announced that the new Board would fill the vacancy with Tim Conner since he was the only other candidate nominated. There were no objections from the members present.
- e. General Discussion - The following subjects were brought up for discussion:
- concerns about the impact of rentals (AirBnB) on the community
 - questions about the size limits/use of second homes on a lot
 - concerns about speeders, and electric bicycles
 - concerns about well problems
 - information about lot 55 deeded right-of-way to the Jellystone Campground
 - question about website updates
- V. Adjournment and Light Lunch - A motion was made by Mike Guarascio and seconded by Phil Wigger to adjourn the meeting at 1:00pm.

Doug Miller - Secretary

2022 TREASURER'S REPORT

2022 To Date Financial Position

- We have zero delinquent properties at this time and dues remain the same for 2023. Two properties did not take advantage of the early bird discount and paid the full amount. There is one property currently in Probate due to the owner's passing without a will, but the Court approved payment of the dues.
- Account balances:

Truist Bank (Operational Account)	\$ 27,088.95
Vanguard Long Term Reserve -	<u>\$240,077.47</u>
TOTAL:	\$267,166.42

2022 Income

- 2022 Dues Collected;

\$15,753.50	Dues collected from 11/1/2021 to 12/31/2021
<u>\$22,946.50</u>	Dues collected from 1/1/2022 to 10/19/2022
\$ 38,700.00	Total
- As of October 2022, we have 90 owners - 74 own one lot and 16 own 47 lots combined, for total of 121 properties. There are 33 cabins, 11 of them with full time residents. 3 cabins are currently being offered as short-term rentals on a part time basis.

2022 Spending

- As of this date, 2022 Spending vs. Budget resulted in a \$4,164.00 reduction in reserves allocation, however, our budget totals were not affected for this year. Additionally, expenses for the annual meeting, three months of electric @ approx \$122.00/mo. and 3-mo. of Carolina West Wireless (for the entrance cameras) @ approx \$65.00/mo. are yet to be paid.
- The Board of Directors approved the purchase and installation of 2 new mailbox cluster units at a cost of \$4844.00. One unit provides for additional residents. The second unit provides 4 parcel boxes which will accommodate larger parcels than the other 3 cluster box units.
- Legal Fees for updating our documents and procedures to conform to current law were \$4,822.33.
- New curbing was installed to prevent erosion and to control water drainage on Summit Parkway from the mailbox area all the way down to the entrance sign on Luckadoo Mountain Road at a cost of \$2,410.00.
- Internet service has been installed for the gate cameras. This will provide for more timely review of activity at and near the entry gate. There were no installation costs and the monthly cost is approximately \$65.00.
- Rip Rap was installed in various storm drain culverts throughout the community at a cost of \$938.12.