

THE SUMMIT

PROPERTY OWNERS ASSOCIATION

2013 Annual Meeting Minutes Duncan Creek Presbyterian Church 12:00 Noon September 21, 2013

Board Members:

Michael Swaluk – President
Dale Janik – Vice President
Bob Cymbalski – Treasurer
Charlotte May Campbell – Secretary
Michael J. Smith – Director

Minutes

- I. Light Lunch 12:00 noon
- II. Call to Order – 12:30, Welcome & Acknowledgements: Mike Swaluk
Mike welcomed new homeowners; the Millers (bought the Cully property) and the Lanes (Lot 91). The meeting was turned over to the Secretary to begin the meeting.
- III. Reading of minutes – Charlotte May Campbell
 - i. Reading of last year's minutes were waived
 - ii. Head count for this year's meeting – 28 (15 owners)
 - iii. Proxy count for this year's meeting – 26
 - iv. Establish a quorum -- number of attendees: 41 (26 + 15 owners) a quorum was established.

IV. Financial report – Bob Cymbalski

i. Dues & Delinquent owners; liens, foreclosures

We began this year with lots that had never paid dues; currently all are paid up except one that has been foreclosed. Nine people paid their dues late. Lot 30 (Protash) has been foreclosed on. However, the property is now owned by a Trustee in Atlanta therefore we don't know what's going to happen with the foreclosure. The new Trustee is working with us to resolve the issue.

We should end the year on budget.

ii. 2012/2013 Spending vs Budget

We had a successful year, collected all past due accounts in a timely manner. The budget for this year showed us overspending by \$9000, however road repairs were deferred to next year, which puts us on track for this year.

Financial activities: BB&T CDs (road reserve funds) have been moved to more productive accounts which make interest (Vanguard money market and stock index funds). Current Amounts

- BB&T \$ 7,000
- Vanguard \$60,000

Question: Are we putting away enough money to repair the roads?

Answer: We raised dues for 2012 from \$200 to \$300 in an effort to begin this endeavor. For 2013 we raised the dues for 2013 forward from \$300 to \$400 for people paying after the due date. \$7,000 was added to the reserve fund this year for the roads. (this was money that was being held for road repairs this year; repairs were deferred to next year).

We could move our money to a more aggressive fund; that could be extremely risky. Maybe we should raise the 2014 dues in anticipation of the repairs? Otherwise, we could be looking at a \$5,000 per owner assessment for the roads in 15 years or so.

Our books were audited internally by a director. He examined the Quickbooks records, and compared those to bank statements, invoices, and the checkbook. Everything was in agreement.

During an earlier Board meeting, it was agreed that 25% of our long term reserve money should be moved into a stock index fund and 75% in a money market fund.

iii. 2014 Proposed Budget & Vote

Bad debts – we've being very proactive in trying to bring these down

Landscape – we expect to increase a little

We hope to bring legal fees down

We have an \$8,100 loss projected for next year (roads)

We moved \$10,000 budgeted for this year's road repairs to next year

Question: Motion was made to eliminate the \$100 dues discount and make the dues \$400.00

Answer: We can vote to raise the dues; but we should still keep the discount as an incentive.

VOTE ON DUES:

6 – voted to raise the 2014 dues to \$500, with a \$100 credit for paying on time.

22 – voted to wait another year to discuss raising the dues.

Motion to raise dues to \$400 was NOT passed.

Motion was made to approve the budget for 2014; it was seconded; Motion was passed.

The lien process will be accelerated; we've lost too much money in the past because liens were not actively pursued in a timely manner. As soon as dues are late, February 1st, we will proceed to lien/foreclosure (If the two phases aren't combined, then the legal costs are double). Dues are delinquent after February 1st.

It was suggested that the delinquent/lien policy be posted on the website so that everyone is aware of the time constraints for liens being placed on a property. This will be posted on the website.

It was recommended that the dues notice be put on the website; when they're due, where to send the money. This information will be passed on to Steve Peng to post on the website.

V. Presidents Report – Mike Swaluk

If you're not sure what a lien is, a foreclosure notice is being passed around.

a. Old Business

i. Security Gate – Dale Janik is the chairperson for this.

The gate is now closed 24 hours a day; we have installed security cameras at the gate in an effort to identify intruders that should not be in the area.

The cameras are motion sensitive; night-vision; color; very good quality photos being taken. These can be passed on to law enforcement if we have a situation.

The gate has been reinforced and repaired. We have a monthly maintenance contract to inspect the gate to ensure that it is operating correctly. Changing the gate codes will be done periodically. Trespassers were coming in and going around the gate pillars; landscaping was done to install boulders to make it harder to get in on 4-wheelers.

Question: Should we post NO HUNTING signs to keep violators out?

Answer: Not necessary; if you see someone on the Summit with guns, call 911!

ii. Web Page – Steve Peng (not available for the meeting)

Steve maintains the web site for the Summit. Todd Black (the Developer) was contacted to provide the by-laws; the by-laws he produced were corporate bylaws for Falls Creek (not applicable to the Property Owners). Dale Janik produced a new set of by-laws for the current POA which was distributed to the Board and approved. These are now available on the website.

b. New Business

SUMMIT SIGN: Needs to be refreshed . We will get quotes, and hopefully get that done in the Spring.

i. Road review and repair

Cracks have been cleaned out and filled in with BLACK JACK material.

It is holding up very well. We were quoted \$8,000 to patch these areas by a local company. Since the method we tried has proven successful, this fall we will clean out the other areas and do the same procedure.

Ray Anderson is the chairperson to get this accomplished. He is familiar with the road industry and has agreed to head this committee. Roads don't have to be resurfaced; they can be patched and repaired. Oil and chip can be put down as an alternative, much cheaper.

When DelGreco and Todd Black came in with their construction equipment, they made repairs that were adequate, but they don't have to adhere to the NC DOT standards when roads are damaged.

Ray will determine what needs to be done and will present that information to the board

c. Volunteers are needed to serve on subcommittees:

Beautification: Lynn Swaluk

Security: Dale Janik

Road Maintenance: Ray Anderson

Architectural Committee: Dale Janik and Mike Swaluk

d. Voted on the Board of Directors slate for 2014. Nominees:

Campbell, Charlotte May

Cymbalski, Bob

Janik, Dale

Smith, Michael J.

Swaluk, Michael

No other members were nominated

The above board was passed.

e. General discussion

We have large elephant ear-type trees on the sides of the roads that we are trying to take down. We haven't been successful yet. They keep coming up.

We are going to try rock salt to see if that will kill them.

The sides of the roads have been trimmed back; limbs and briers were sticking out and attacking vehicles and people. It was making it difficult for the mowers to do their job properly. Visibility has improved.

Question: Can we make a directory of property owners available to everyone?

Answer: The Treasurer keeps an updated copy of that; however it lists addresses, phone numbers, etc. Is everyone ok with that information being given to the other owners?

Yes – we'll post that to the Google Groups.

New homeowner (Miller) is very impressed with the upkeep at the Summit.

That's one of the reasons they bought in the Summit.

The dead tree at the entrance had to be removed. Other trees may have to be removed because of bag worms. They have been sprayed. We'll watch them to see what happens. Hitus is taking care of the trees. We just have to wait and see if they come back in the Spring.

ROSE: Some of the yards are a mess. Is there anything we can do?

No. Not really, but every property owner should maintain the property in an effort to keep the value of the property where it should be. We could possibly (?) change the by-laws to state that if not properly maintained, we could take action to remedy the situation.

It was agreed that the by-laws need to be changed to include this situation.

VI. Adjournment 1:42 pm