

**GENERAL MEETING MINUTES**  
November 29, 2018  
South Carroll Senior and Community Center

**ATTENDANCE**

**BOARD OF DIRECTORS:**

Michele Carroll  
Melissa Clark  
Charles Lawson  
Scott Walthour

**OFFICERS:**

Michele Carroll, president  
Charles Lawson, vice president  
Donna Chaney, secretary  
Scott Walthour, treasurer

**MEMBERS:**

Susan Andersson  
Mark Gillies  
Amanda Griffin  
Kurt Griffin  
Greg Hiltz  
Ken Hollasch  
Andrea Kowaleski  
Ron Kowaleski  
Jodi Lawrence

Becki Lawson  
Kevin O'Brien  
Kathy Newton  
Nick Padula  
Joe Tier  
Mike Whiteford  
Margo Williams  
Jean Woods

**BOARD MEETING**

**1. Tennis and basketball courts**

- At the October board meeting, the board voted to approve spending up to \$17,260 to contract with Sports Systems for repairing, resealing, and repainting the basketball and tennis courts.
- When the contract was signed, Sports Systems increased their price by \$630, which is their standard annual increase.
- It was noted that the path between the courts is being damaged by tree roots and would need to be repaired or replaced. This would be handled as a new issue, separate from the tennis/basketball court repair and resurfacing.
- **ACTION: the board voted to approve the additional \$630 in funding for the tennis and basketball repair/resurfacing project**

**2. Storage shed and fence for HOA equipment and supplies**

- At the October board meeting, the board voted to approve spending up to \$1,600 for the purchase and installation of a shed from Rockland Woodworks and up to \$3,000 for the purchase and installation of a fence around the new shed. The shed and fence would

be installed next to the tennis courts and would be used to store HOA equipment and supplies.

- **ACTION: since the shed and fence purchases have not been finalized, and the pricing may have changed, this project was tabled and will be passed along to the next board for possible action.**

### 3. Holiday decorating contest

- The board sponsored holiday decorating contests in 2015 and 2016. The architecture committee toured the neighborhood and voted on the award winners in three categories: most decorated street, most traditional house, most decorated house. A small sign was posted in each award winner's yard and photos were posted on the HOA website.
- The architecture committee is requesting up to \$60 for signs for the contest this year.
- There is a balance remaining in the 2018 Community and Communications budget category, which includes social activities, so it was agreed that the committee would move forward with the contest and the award signs.

### 4. Proposed new architectural rules

- The current architectural committee has worked on updating the architectural rules for over a year and provided the proposed updated document to the new board for action. The covenants require a 20-day written notice mailed to all residents before being voted upon by the board. A vote of two-thirds of the board members is required to approve new architectural rules.

### 5. 2019 budget review and approval

- The current budget to-date was provided (attached). In addition, a proposed 2019 budget was provided (attached).
- **ACTION: the board voted to approve the proposed 2019 budget that keeps annual dues at \$375**

### 6. Board elections

- 67 total votes were cast in the board elections (50 proxy ballots and 17 in-person votes at the meeting). Following are the five individuals who received the most votes and who were voted in as the new board:
  - Andrea Kowaleski
  - Michele Carroll
  - Scott Walthour
  - Jodi Lawrence
  - Ken Hollasch

**BOARD ACTIONS**

ITEM	Board Member	For	Against	Abstain	Absent
<b>Approve spending an additional \$630 to contract with Sports Systems for the repair and resurfacing of the tennis and basketball courts</b>  Motion: Michele Carroll Second: Charles Lawson	Michele Carroll	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Melissa Clark	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Charles Lawson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Chuck Retaliata	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Scott Walthour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>VOTE RESULT</b>	<b>PASS</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>1</b>

ITEM	Board Member	For	Against	Abstain	Absent
<b>Approve the proposed 2019 budget that keeps the annual assessment at \$375</b>  Motion: Charles Lawson Second: Melissa Clark	Michele Carroll	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Melissa Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Charles Lawson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Chuck Retaliata	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Scott Walthour	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>VOTE RESULT</b>	<b>PASS</b>	<b>3</b>	<b>1</b>		<b>1</b>

Updated: 11.29.18

199 Units

Harvest Farms HOA Budget

2018

		<u>\$/Unit (Budget)</u>	<u>Budget</u>	<u>Actual to date (9.25.18)</u>	<u>Delta</u>	<u>% used</u>
<b>Revenue</b>						
	Dues	\$ 375	\$ 74,625	\$ 74,725	\$ 100	
	<b>Total Revenue</b>	<b>\$ 375</b>	<b>\$ 74,625</b>	<b>\$ 74,725</b>	<b>\$ 100</b>	<b>100%</b>
<b>Expenses</b>						
<b>HOA Services</b>						
	Waste Collection	\$ 217	\$ 43,200	\$ 31,001	\$ (12,199)	72%
	<b>Subtotal Services</b>	<b>\$ 217</b>	<b>\$ 43,200</b>	<b>\$ 31,001</b>	<b>\$ (12,199)</b>	
<b>Admin, Finance &amp; Legal</b>						
	Legal Fees	\$ 11	\$ 2,200	\$ 3,407	\$ 1,207	155%
	Insurance	\$ 10	\$ 2,000	\$ 1,957	\$ (43)	98%
	PO Box	\$ 0	\$ 70	\$ 70	\$ -	100%
	Office Supplies & Mailings	\$ 3	\$ 600	\$ 478	\$ (122)	80%
	State & Federal Taxes	\$ 0	\$ 40	\$ -	\$ (40)	0%
	<b>Subtotal AFL</b>	<b>\$ 25</b>	<b>\$ 4,910</b>	<b>\$ 5,912</b>	<b>\$ 1,002</b>	
<b>Community Resources</b>						
	Grounds Maintenance	\$ 52	\$ 10,400	\$ 9,883	\$ (517)	95%
	Pond - Maintenance	\$ 32	\$ 6,300	\$ 5,130	\$ (1,170)	81%
	Pond - Electricity	\$ 3	\$ 650	\$ 511	\$ (139)	79%
	<b>Subtotal Resources</b>	<b>\$ 87</b>	<b>\$ 17,350</b>	<b>\$ 15,524</b>	<b>\$ (1,826)</b>	
<b>Community &amp; Communications</b>						
	Website	\$ 0	\$ 80	\$ -	\$ (80)	0%
	Social - Easter Egg Hunt	\$ 1	\$ 250	\$ 74	\$ (176)	30%
	Social - July 4th	\$ 11	\$ 2,100	\$ 2,052	\$ (48)	98%
	Social - Miscellaneous	\$ 3	\$ 500	\$ -	\$ (500)	0%
	Social - Yard Sale	\$ 1	\$ 120	\$ 64	\$ (56)	53%
	<b>Subtotal Community</b>	<b>\$ 15</b>	<b>\$ 3,050</b>	<b>\$ 2,190</b>	<b>\$ (860)</b>	
	<b>Total Expenses</b>	<b>\$ 344</b>	<b>\$ 68,510</b>	<b>\$ 54,627.34</b>	<b>\$ (13,883)</b>	<b>80%</b>
	Capital Projects	\$ 31	\$ 6,115	\$ 1,846	\$ (4,269)	30%
	<b>Gain/(Loss)</b>		<b>\$ -</b>	<b>\$ 18,252</b>	<b>\$ 18,252</b>	

HOA Statement Balances (BB&T)

Date	Balance
12/29/17	\$ 60,915.33
1/31/18	\$ 105,633.82
2/28/18	\$ 105,660.58
3/30/18	\$ 104,724.93
4/30/18	\$ 96,948.03
5/31/18	\$ 94,847.34
6/29/18	\$ 87,354.58
7/31/18	\$ 74,500.63
8/31/18	\$ 72,525.12
9/28/18	\$ 71,466.25
10/31/18	\$ 57,112.17
11/29/18	\$ 54,525.57

Updated: 10.16.18  
199 Units

Harvest Farms HOA Budget  
2019

	\$/Unit (Budget)	Budget	Actual to date	Delta	Comments
<b>Revenue</b>					
Dues	\$ 375	\$ 74,625		\$ (74,625)	No change
<b>Total Revenue</b>	<b>\$ 375</b>	<b>\$ 74,625</b>	<b>\$ -</b>	<b>\$ (74,625)</b>	
<b>Expenses</b>					
<b>HOA Services</b>					
Waste Collection	\$ 220	\$ 43,848		\$ (43,848)	1.5% increase per contract (year 2)
<b>Subtotal Services</b>	<b>\$ 220</b>	<b>\$ 43,848</b>	<b>\$ -</b>	<b>\$ (43,848)</b>	
<b>Admin, Finance &amp; Legal</b>					
Legal Fees	\$ 5	\$ 1,000		\$ (1,000)	\$500 reduction (after bylaws)
Insurance	\$ 12	\$ 2,420		\$ (2,420)	10% increase
PO Box	\$ 0	\$ 70		\$ (70)	
Office Supplies & Mailings	\$ 6	\$ 1,200		\$ (1,200)	increase for newsletter and invoices
State & Federal Taxes	\$ 0	\$ 40		\$ (40)	
<b>Subtotal AFL</b>	<b>\$ 24</b>	<b>\$ 4,730</b>	<b>\$ -</b>	<b>\$ (4,730)</b>	
<b>Community Resources</b>					
Grounds Maintenance	\$ 52	\$ 10,400		\$ (10,400)	
Pond - Maintenance	\$ 32	\$ 6,300		\$ (6,300)	
Pond - Electricity	\$ 3	\$ 650		\$ (650)	
<b>Subtotal Resources</b>	<b>\$ 87</b>	<b>\$ 17,350</b>	<b>\$ -</b>	<b>\$ (17,350)</b>	
<b>Community &amp; Communications</b>					
Website	\$ 0	\$ 80		\$ (80)	
Social - Easter Egg Hunt	\$ 1	\$ 250		\$ (250)	
Social - July 4th	\$ 11	\$ 2,100		\$ (2,100)	
Social - Miscellaneous	\$ 3	\$ 500		\$ (500)	
Social - Yard Sale	\$ 1	\$ 120		\$ (120)	
<b>Subtotal Community</b>	<b>\$ 15</b>	<b>\$ 3,050</b>	<b>\$ -</b>	<b>\$ (3,050)</b>	
<b>Total Expenses</b>	<b>\$ 347</b>	<b>\$ 68,978</b>	<b>\$ -</b>	<b>\$ (68,978)</b>	
Capital Projects/reserve	\$ 28	\$ 5,647		\$ (5,647)	
<b>Gain/(Loss)</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

- Possible Capital projects for 2019
  - Gazebo repair - 3-4K
- Possible Capital projects 1-3 years
  - Basketball rims/boards
  - Tennis court nets
  - pond aerator maintenance