

# Country Cove (Woodlands East) Homeowner's Association Annual Meeting

Saturday, January 21, 2023

## Meeting Minutes

The meeting was called to order at 10:15 AM by Melodie Szara and the motion was seconded by Shelby Vallejo.

Present were Russ Monckton, Bobbie and Jim Cooper, Shelby Vallejo, Dave Vessey, Melodie and Mike Szara, Julee Boggs, Michelle Gonsowski, Angelica Linares, Robert Van Kaam, Yanal Sakaji, Christopher Daugherty and Mary Jo Shaw.

A quorum was established: Twelve homes were represented and six proxies were collected.

### **Board member reports:**

Mary Jo read the minutes from last year's meeting. Dave moved to accept the minutes as read and Julee seconded. The motion was passed.

Since new homeowners were present we went around the room introducing ourselves.

Bobbie presented financial statements.

The board met in December and proposed to raise dues to \$375.00 in an effort to replace some of the funds in the reserve account. Bobbie computed the impact on the reserve fund of leaving the dues at \$350.00 as well as the impact of raising them to \$375.00, \$400.00 and \$425.00. There was discussion regarding the amount in reserves and what is a comfortable amount. Raising the dues to \$375.00 would add \$650.00. Dave motioned that the dues be raised to \$400.00 which would add \$1,950.00 to the reserves. Christopher seconded and the motion passed. 2023 dues will be \$400.00 due by April 1<sup>st</sup>. Dues paid on April 2<sup>nd</sup> or later will have a \$25.00 late fee charged.

**Old Business:**

At last year's meeting there was a lengthy discussion regarding lawn maintenance costs. Shelby asked if additional quotes had been received and if cost would be lower in the winter months. Russ discussed two types of maintenance with Chris Jackson. The monthly fee for cutting the grass, edging and cleaning up in the common areas is a set amount every month. In addition Chris will provide trimming of the crepe myrtle trees, leaf removal, mulching and planting of flowers. Those services will be billed separately from lawn maintenance. Dave explained the two common areas since we had new homeowners in attendance who were not familiar with the areas we are required to maintain.

The vinyl fence along Citrus Wood Court needs to be cleaned. Yanal suggested we have a neighborhood work day and pressure wash it. Since there is no available water supply, several homeowners along Citrus Wood Court stated they would allow their water to be used. Russ will contact the church for permission to go on their property to clean that side of the fence. Yanal suggested we might want two teams—one to pressure wash the fence and one to go ahead of them and clear the leaves and debris. Russ will check with Chris Jackson to see if he is able to vacuum the leaves along the fence. Melody suggested we try to set a date in February before the weather gets too warm. Once some dates are selected Mary Jo will send out an email to see which will work for everyone.

**New Business:**

The concrete entrance sign needs to be repainted. The solid part of the sign should not be too difficult to paint but the multi-colored blocks on the inside will be more challenging. Dave questioned if we would need to prime the concrete after pressure washing. The last estimate we received to clean and repaint it was \$2,200.00. Melodie motioned that we wait until all of the construction along E.E. Williamson has been completed before cleaning the sign and replacing the landscaping. Julee seconded and the motion carried.

Yanal suggested we might consider placing cameras at the front of the subdivision. Russ explained that we had attempted to do that a few years ago and it was not successful because we needed to store the recording equipment at the church. With the changes in technology that would no longer be an issue and we may want to revisit that. Russ still has the cameras and will give them to Yanal

to see if they can still be used. Mike suggested we might also want to contact ADT to see what they would charge and if needed consider raising dues to cover it.

The construction along E.E. Williamson has destroyed our sprinkler system and disrupted the power to the entrance light. Russ will contact Duke to report the outage.

There was discussion regarding insurance for the entrance sign. At this time we have liability insurance for the common areas but no coverage should the entrance sign or fences be damaged. When Bobbie contacted the agent regarding insurance they needed the specifications for the concrete entrance sign before they would give a quote. We have records of the cost but nothing with the specifications they are looking for. Shelby stated that due to the initial cost of the structure a permit should have been issued and we should be able to get a copy of that from the county to provide to the insurance company. Mary Jo will contact the county about the permit and report back to the board.

#### **Issues and concerns:**

There are concerns about speeding along Citrus Wood Court and curb appeal and a reminder for pet owners to pick up after their dogs.

#### **Election of 2023 Board Members:**

The position of Vice President was vacant due to Patrick Kelliher selling his home and Melodie Szara volunteered for the position. Shelby Vallejo volunteered for the position of Member at Large.

|                 |                |
|-----------------|----------------|
| President       | Russ Monckton  |
| Vice President  | Melodie Szara  |
| Treasurer       | Bobbie Cooper  |
| Secretary       | Mary Jo Shaw   |
| Member at Large | Shelby Vallejo |

Julie motioned we accept the slate of officers as proposed and Rob seconded. Motion passed.

It was determined that the Architectural Review Board would now consist of three members. They are Russ Monckton, Bob Shaw and Jim Cooper.

The position of neighborhood watch captain for the main section of Citrus Wood Court will now be Julee Boggs.

Proxies were received from the following homeowners:

|                  |                       |
|------------------|-----------------------|
| Estelle McCarron | 1276 Eastland Point   |
| Gil English      | 947 Citrus Wood Court |
| Dottie Ramsey    | 939 Citrus Wood Court |
| Mahnaz Assadi    | 951 Citrus Wood Court |
| Linda Bollinger  | 959 Citrus Wood Court |
| Frank Phillips   | 967 Citrus Wood Court |

Shelby motioned to adjourn the meeting at 12:35 and Michelle seconded.

The meeting minutes and by laws are available on the internet at [www.countrycove.org](http://www.countrycove.org).

Minutes respectfully submitted by Mary Jo Shaw, Secretary