

**SOUTHERN VILLAGE HOMEOWNER ASSOCIATION, INC.**

Minutes of Meeting Held May 25, 2005

Present: Board Members -- Tom Hanlon, David McEntee, Nancy Morton, Ed Flowers  
Tony Smith

Parks and Recreations – Paul Mraz

Townhomes Committee – Marian Yeates

Communications Committee – Mel Jones

ARB Committee – Joe Cole

Architectural Feedback Committee – Jeremy Pubrick

Ally Committee – Bob Callahan

John Lawton and Eniko Nagy (HRW)

With a Quorum established, the meeting was called to Order at 7:04 P.M.

No members of the Association were present for the Public Comment Period

**First Order of Business:**

-The minutes of the April 13, 2005 Board meeting were discussed. Appropriate corrections were made and the minutes were approved by the Directors, with Ms. Morton and Mr. Flowers abstaining

**Second Order of Business – Financials**

-Mr. McEntee noted that that the financials were in good shape and that he had no corrections to make.

-The Board then discussed various aspects of the delinquency policy for unpaid Association dues

-The issue of late fees and the possible waiver of certain late fees was discussed.

-Mr. McEntee made a motion to that the Board provide HRW, Inc. with the authority to waive late fees not in excess of \$20.00.

Seconded by Mr. Flowers

Unanimously approved

-Mr. Hanlon noted that the Board would like to see those members presently turned over to the Association's attorney Mr. Lawton agreed to include those members at the attorney's office with the Board package.

-It was noted that several homeowners were at the attorney's office and 2 were awaiting decisions on foreclosure actions

**Third Order of Business – Architectural Feedback Committee**

-Mr. Pubrick noted that he was awaiting approval of the Committee's charter

-Mr. Smith moves to approve charter

-Mr. Flowers seconds the motion

- Unanimously approved

-Mr. Pubrick informed the Board that the Committee had been performing background work and that he hoped to have the committee up and running in

earnest no later than September, 2005. with the goal of presenting formal recommendations for Board and ARB approval.

#### **Fourth Order of Business – Communications Committee**

-Mr. Jones reported that he had been busy collecting information on how to structure the committee. He had been working closely with Meadowmont as a means of providing structure to the Committee and to the communications process in the neighborhood. Some of the issues that had been discussed were the role of the website, including whether or not it should be password protected and other privacy issues associated with the website.

-Mr. Jones proposed three broad objectives for the Committee:

- 1) Filling out the composition of the committee
- 2) Developing an “Area Captain Structure.” He noted that this had been very successful in Meadowmont and recommended it for Southern Village. As a broad guideline he suggested one captain for 15 homes. He recommended that Bob Plourdes be appointed to the Committee as the Area Captain Organizer.
- 3) Plan for moving forward with website. He raised issues as to the role of the website (i.e. whether it should be password protected and other privacy issues. He also recommended that Marian Yates be appointed to the Committee for this purpose

-Mr. Hanlon moved that Mr. Jones’s recommendations for committee members (Mr. Plourdes and Ms. Yates) be accepted

-Seconded by Mr. McEntee

- Unanimously approved

#### **Fifth Order of Business – Townhome Committee**

-Ms. Yeates reported that the Committee had performed a final walk-through on the Highgrove painting project and that the painting focus was now on Townhomes 2. She noted that the carpentry work had been completed on TH@ and that the job should be completed by the first part of June, 2005

-After the completion of TH2, the focus will shift to Townhomes 1

-Some lattice work and carpentry work remains unfinished.

-There are insufficient funds for tuck-pointing which will be put off until next year.

-Other than some need for improved payment scheduling, she noted that the job was otherwise moving along nicely.

-The Board discussed some other improvements to Townhomes 2, including certain retaining walls that were not being maintained. There was some discussion of the need to record maintenance agreements to ensure that maintenance was performed.

-The Board then discussed the upcoming meeting on the approval of the Special Assessment for Westend Townhomes along with the vote to increase the dues.

### **Sixth Order of Business – Alley Assessment Committee**

-Mr. Hanlon noted the need to take stock of alley repairs and replacement. He noted that Bob Callahan had agreed to chair the committee which would be composed of alley way owners. A charter would be adopted and committee appointed at the next Board meeting.

### **Seventh Order of Business – Architectural Review Committee (ARB)**

-Mr. Cole noted that there had been 13 submissions in May and all had been approved. Also, 7 letters were scheduled to go out taking the ARB enforcement policy to a new level with one homeowner potentially at the “show cause” level. No non-compliance letters had been mailed out for two months.

-Mr. Cole also sought the Board’s approval on language to the guidelines regarding cottage gardens or how the ARB should otherwise handle vegetable gardens in the neighborhood.

-Mr. Cole noted that the current ARB members’ term will expire in July. The need for staggered terms was discussed by the Board.

### **Eighth Order of Business – Parks and Commons Committee**

-Mr. Mraz assured the Board that grass would grow on the re-seeded field. To date the growing season had been poor.

-He noted annual blooming flowers would be planted around the sign.

-June 18 is Spring Volunteer day. Goal is to work on Arlen Park, specifically cemetery walls and stairs. Also, benches had been ordered and would be installed on Volunteer Day as well. Mr. Mraz estimated that approximately \$750.00 would be required to fund Volunteer Day.

-Mr. McEntee moved to approve the expenditure of \$750.00 for Volunteer Day

-Seconded by Mr. Hanlon

- Unanimously approved by the Board

-Other issues including the entrance sign, the ponds and playground equipment were briefly discussed.

### **Ninth Order of Business – Collections Policy**

-Mr. McEntee discussed the new collections policy approved by the Board. The Board also discussed whether or not to implement foreclosure against certain properties that had remained delinquent for some time

-Mr. Hanlon moved that foreclosure be implemented against one such property

-Seconded by Mr. Flowers

- Unanimously approved by the Board

### **Tenth Order of Business – President’s Report**

-Mr. Hanlon reported on the Summer Sports Camp

-He also noted that Mr. Smith had agreed to lead a review of the insurance needs of the Association

-Mr. Hanlon also commented on the traffic calming reported and reported some frustration at the Town's shifting procedures on how this could be accomplished.

Meeting was adjourned at 9:54 P.M.