

Foxwood Hills Property Owners Association

Board Meeting Minutes

January 19, 2019

Attendees:

Brandy McCall, AAM

Board: Hans Gray, Mark Howard, Shellie Huth, Steve Moore, Beth Patterson, Kellye Rembert

1. Mark Howard called the meeting to order – all those who consider themselves not a member were asked to leave. Busbee had an objection to that. Steve reminded everyone to have their forms to speak in at the time of the start of the meeting.
 - a. All were asked to join in the Pledge of Allegiance
 - b. Mark reminded everyone of meeting decorum
 - c. There will be little time for discussion once the Board begins deliberating motions.
2. Approval and acceptance of October 20, 2018 Steve moved, Shellie second, motion carried; and, December 15, 2018 meeting minutes, Shellie motion, Beth second. Motion carried.
3. Review and approval of December Financials (Patrick Coates)
 - a. Included in packet
 - b. Currently shy of \$156,00 on hand. Our expenses were less than we budgeted for. If we continue at the rate we are we will be in the negative at the end of March.
 - c. Commentary from SCS – we need to cut back on expenses, concentrate on accounts receivable. We have stopped contributing to reserves.
4. Manager's Report (Brandy McCall)
 - a. Included in packet
 - b. As of the 30th of December, if you still qualified for an adjoining lot, we must have that on record; otherwise, it will be billed otherwise. There are discrepancies with the courthouse. We will do some research with that. Individual circumstances need to be dealt with in the office.
 - c. Please have patience with the limited staff that we have in the office at this time.
 - d. We have three people registered for training for the restaurant.
 - e. Everyone is doing all they can to cut corners regarding expenses with the restaurant.
5. New Business
 - a. Necessary cost savings. Mark made opening remarks regarding survey. He provided an overview to the questions. Comments section of the survey on display for review by members present at the meeting. We will do our best to accommodate those that were unable to access the survey. We did receive an average of 135 responses. Data is available for review.
 - b. Mark's comments included as an attachment to these minutes
 - c. Motion 1 – Louise motioned, Shellie seconded. No discussion. Two ayes, five nos. Motion fails. Mark moves to close it because he feels that it is in the best interest of the community.
 - d. Motion 2 – Steve moved, Shellie seconded. Hans commented that there is not incentive to pay dues if we close the restaurant. This motion does not include the lounge. Does

not include Hunts Brothers. The reason Feb. 16th was selected is because there was already an event planned. It is extended into next fiscal year so that we can collect revenues so we can begin the pool season in a better fiscal condition. What happens to our employees? That is covered in a later motion. Seven ayes. Motion carries.

- e. Motion 3 – Kellye moved, Steve seconded. Why are we making this motion in light of the previous motion? To provide further clarity. The reason it is stated the way it is is so that we can deplete inventory we have on hand. Seven ayes. Motion carries.
- f. Motion 4 – Hans moved, Steve seconded. Can we still have covered dish suppers? Yes. There is room for exceptions for special events. Six ayes. One no. Motion carries.
- g. Motion 5 – Shellie moved, Steve seconded. Seven ayes. Motion carries.
- h. Motion 6 – Shellie moved, Beth seconded. We need to communicate with our employees that this is not a reflection on their service. There will be a meeting with the lounge/restaurant to explain this. Seven ayes. Motion carries.
- i. Motion 7 – Beth moved, Shellie seconded. Emphasis on improvement rather than maintenance. Does this include volunteer projects? This would include anything that would require any financial burden on the association. If volunteers would like to come in and do things, that is fine. There just cannot be any monetary outlay. This does not include maintenance and upkeep. We will have to re-evaluate should an agency come in and require updates. Seven ayes. Motion carries.
- j. Motion 8 – We are talking about \$150,000 in salary for the top three positions. Adding on other fees it is substantial. The size community we are does not require a General Manager. We had already restructured some of this prior to the resignation of the former General Manager. This provides us the opportunity to re-work scheduling. We are at a point where we cannot afford those high paying positions. This does not mean that the individuals will be eliminated – just the positions. We do not know exactly how this will impact these operating areas. We are at a point in our collections that requires these decisions. We anticipate collecting less than we did this year than we did last year. These decisions are not easy. This is our opportunity to look at how we are structured. Brandy recognizes that this is difficult. The community should not feel the impact of these decisions. Steve moved, Shellie seconded. Seven ayes. Motion carries.
- k. Motion 9 – This motion is not a decision, it is intended to initiate an evaluation. Beth moved, Shellie seconded. We have very few full-time employees, we have even fewer that participate in this coverage. It is an expensive proposition for us. We will spend more than too much money in coverage for a few people. As an employer of less than 51 employees we are not required to provide coverage. We will give employees the required 60-day notice. They can then transition to the ACA. We have a volunteer in the community that will help with this transition. Seven ayes. Motion carries. We will address this evaluation at a later Board meeting.
- l. Motion 10 – We should evaluate whether or not we should close those. Louise would prefer them to be all closed. We could put out a survey regarding this. Beth moved, Shellie seconded. Seven ayes. Motion carries.
- m. Motion 11 – Shellie moved, Beth seconded. Hans asked if he didn't pay his dues, what would happen to him? Mark explained how this is similar to not paying credit cards. Extreme cases could require a lien and foreclosure on the property. We do have the

ability to pay in-house now. We will not charge service fees as is done through SCS. We should include, in our evaluation of this process, a pay-ahead plan. We do need to determine what a credit card charge might be. Seven ayes. Motion carries.

- n. Motion 12 – We have a pretty good idea of where we have clusters of property could be part of the strategy. If we have a licensed realtor that would help us that would be ideal. If we entered into an agreement/contract with a developer they would have to pay. And, there would be rigid timelines and commitments. Steve moved, Hans seconded. Seven ayes. Motion carries.
- o. Motion 13 – Beth moved, Hans seconded. This is in-line with our bylaws. The 996 names amount to over 2000 lots. This amounts to about \$1.6 million. \$552,000 is the amount for just the 996 owners (not lots) for one year. Louise asked if there will be notification. Yes, there will be – we are working through SCS. Seven ayes. Motion carries.

6. Committee Updates

- a. Budget Committee (Patrick Coates) has submitted a budget to the Board for approval. A special Board meeting is scheduled for February 9, 9 AM for budget review and approval. Mark asked for a meeting with the committee on Friday, February 8. The preliminary budget is appreciated as is all the work it took to get it together.
 - b. Lodge Committee (Nadine Meece) met to discuss ways to eliminate costs. Liquor elimination and ways to use up inventory. Brandy, Nadine and Kellye will work closely together to make sure we are not throwing anything away. There was a seamless transition from when Tae left and the new folks jumped in. Bar staff is doing a great job.
 - c. ACC new permits is approximately 6.
 - d. Social Committee (Charmaine Revitsky) hosting a Murder Mystery event, February 16th and will be handled by tickets for sale. First come, first served. Events have been great. Everyone is encouraged to come out.
 - e. NHW (Muffy Chase) – Ginny sent out an eblast with security reports for sections. More people have been invited to join the NHW Facebook page. She is still looking for response regarding CPR training. Andy said that if we have enough, the fire department will come in and do it for free.
 - f. We have a new Beautification Chair – Debbie Cook.
 - g. We need a Marketing Committee Chair.
 - h. Roads Committee (Tom Hennessey) had to re-evaluate the agreement made with a company for the work on Trailwinds and Kinston. We broke the agreement due to substandard work and will save money. The amount of money that we would have spent will cover a variety of projects. We have contacted the county about some of their roads but we have not heard back from them. Hickory has some issues.
 - i. Nominating (Sandy Popivchak) – the process for elections will be discussed at the meet and greet. The process should be improved.
7. Annual Meeting Update – Beth distributed a timeline for getting packets delivered. Included as an attachment. There will not be a breakfast buffet. Need to schedule a town hall meeting to go over budget with the community as well as have meet and greet with candidates. She will provide this timeline to Sandy, Carol and Patrick.
8. Potential Amendments to Bylaws – more to come by next Board meeting. Will be reviewed at town hall meeting.

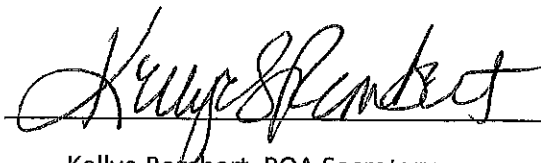
9. Advisory (Steve Moore) – we are looking at having a separate meeting for Advisory in the new year. There is a 3-minute time-limit for comments.
- a. George Bellamy – Can eblasts be sent in a text? Could be set up in messenger. We can certainly look into this.
 - b. Kimberly Clark – can we extend process of being on the Board? She missed the deadline. Explained her qualifications. Sandy P addressed this. She announced that you can run as a write-in candidate. We welcome her input whenever she would like to provide it.
 - c. Donna Brycki – Can we get someone from Mountain Lakes Community Association to come talk to us about what this means? We will look into getting clarity about this.
 - d. Dan Strickland – Over the period of time (2007 to present) fees and dues have almost doubled. Restaurant – determine what your mission is, build a team and do it. Don't micro-manage. Include a referendum in the annual meeting packet about the restaurant to mandate the Board to do whatever the membership says.
 - e. Muffy Chase – her question was addressed (Trailwinds) in Board discussion.
 - f. Diane McMahan – thanks to the Board and Brandy for the work they are doing. She believes that they have all risen to the challenge and have the best of the community at heart.
 - g. Deborah Ferrandino – Thanks to the Board and Brandy. Have we considered negotiating regarding the lawsuits? We should with those bringing those suits, but also fees. Let's don't take on any further lengthy commitments with outside companies/consultants. Mark - We have talked with outside consultants about moving some of the operations off-site to cover work done by GM. We will not sign any commitment without an "out clause." Can we pay-off the swimming pool even with the penalty? Mark – we need to make sure we can pay off the principle without the penalty.
 - h. Walt Martendill – Can our security stop and tell people to clean up? How can we get properties cleaned up? ACC did address this. Mark – this property was part of a negotiated property exchange. We are going to look deeper into this.
 - i. Bob Kennedy – So many people aren't paying their dues that the Board and the POA doesn't have the resources to address many of the complaints.

Mark thanked everyone for attending.

Steve moved to adjourn and move into executive session, Beth seconded. Motion carried.

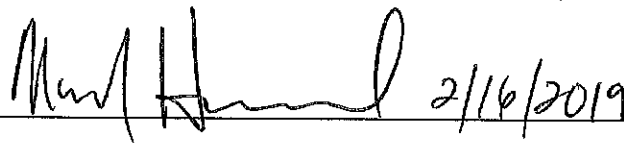
Meeting adjourned 12:08 PM

Respectfully submitted by:



Kellye Rembert, POA Secretary

Approved by:



Mark Howard, POA President