

The Abbeys HOA
Board of Directors Meeting
July 19, 2022

Minutes

Board Members present: President Chuck Jones, Vice President Beth Meschke, Secretary/Treasurer: Connie Wilson, Gate Chair John Ray, Grounds Chair Jim Adams, Clubhouse Chair Cynthia Jenkins and Pool Chair Carol Allen

Residents present:

Gene and Tina Lott, Michelle LaMarsh, Jack and Marsha Lanier, Meredith Ray, Monique Cauble, Barbara Putnam, Candy Adams, Ross Meschke, Jeff Wilson, Judy Carmon, Carolina McGowan

The meeting was called to order at 6:33 pm by President Chuck Jones. Everyone in attendance was welcomed.

Reports

ACC:

- Recent approvals/denials:
 - Fence request denied for 736 Greenfield Abbey Court
 - Roof replacement approved for 748 Summerfield Abbey Court
- For architectural requests, please complete the Architectural Request form. A fillable form is on our website which can be completed and submitted, or the form can be printed from the website.
- Committee members: Jack Lanier, Sonny Jenkins, Chuck Jones and Connie Wilson

Treasurer:

- June financials were completed and sent to board members to review on July 12, 2022. Cash Position and P&L to be provided at meeting, and will be included with the minutes and uploaded to the website. A summary is as follows:
 - Beginning Balance 6/1/22: 240,699.63
 - Income 6/1/22-6/30/22: 26,509.97 (includes \$13,013.83 insurance roof claim)
 - Expenses 6/1/22 – 6/30/22: 25,861.29 (includes \$14,075.00 roof replacement)
 - Ending Balance 6/30/22: 241,348.31
 - Prepaid dues as of 5/31/22: 15,539.98
 - Delinquent as of 5/31/22: 910.00

Net roof cost to The Abbeys \$1061.17

Grounds:

- The pine straw at the clubhouse was refreshed.
- One shrub located north of the steps between the clubhouse and the pool is dead, and needs to be removed.
- One small tree on the island from Glen Abbey into Greenfield Abbey is dying. Carlos Acosta will remove it, and The Abbeys will pay Carlos.
- Some dead/dying shrubs in the common area behind 739 Summerfield Abbey will be checked out and removed if necessary.
- Stump in front of wall near the elementary school needs to be ground.

- There are three additional trees being removed. Once those are removed, the stump remover will return to remove those and a few more. The trees to be removed are located 1) in the island of Greenfield Abbey Court, near Candy and Jim Adams, and near Sandra Self. It was asked that these trees be flagged.
- The grate between The Abbeys and Westlake still needs to be addressed.
 - Jim Adams and Jeff Wilson are working on this. A new grate will be installed.
- The tree next to the McGowan's needs to be up limbed 10 feet.
 - This tree is not in common area. It was confused to be on common area and within Carlos' scope, however it was identified as on the McGowan's property.
- Trim up the bushes at the front for airflow and so leaves do not collect.
 - Ross Meschke would like to organize a work morning at the front entrance. More information to come. Any and all help will be appreciated, and Connie Wilson has offered to serve mimosas. 😊
- Additional grounds concerns raised:
 - A concern for those exiting Rincon Abbey Court was raised. Several residents sited limited visibility. This affects more than just the residents in Rincon Abbey. UPS, Mail, Trash, and other delivery drivers have impeded visibility from the foliage at the corner of 702 Rincon Abbey Court
 - Jim will talk with Carlos about trimming to improve visibility.

Gates:

- Thanks to Ross Meschke who changed the bulbs on the four entrance gate large lamps at his expense. Two of them had burned out.
- Reflectors will be considered at the front entrance.

Pool:

- After two incidents of vandalism at the pool recently we think it may be time to discuss some sort of inexpensive security cameras.
 - Camera options and estimates will be investigated.
 - It was suggested that the timer on the lights be extended to 11:00.
- The locks on the pool gates are worn out and need to be replaced. I think we can purchase new locks and have them keyed to our existing keys. Chuck Jones has graciously agreed to handle this.
- The pool will close around October 1.

Clubhouse:

- June 23, 2022 Advanced Services did the quarterly crawl space maintenance. Inspected crawl space. Encapsulation is in good condition. Cleaned dehumidifier and emptied bucket. Dehumidifier and drain working properly. WMC 13-14%. No standing water found upon inspection. Closed and secured door.
- The power roof ventilator installed with the new roof is defective. Lovelace Roofing will be replacing it at no cost to the Abbeys. Replacement should be completed the week of 7/18/22.
- The touch up paint where the railings were installed did not match. It was suggested that after the pool closes we have the wall around the deck painted, and the boards on the benches around the deck replaced with the same material the deck was resurfaced with.

Old Business

- Carl Dowling, review of documents and initiation fee. (Not yet started)
- Fidelity bond, obtain estimates. (Not yet started)
- Management agreement – Complete. Chuck Jones signed the management agreement with Sherman and Hemstreet, as President. This is a one year contract that began on April 1, 2022.

Tabled Business

Hedges – September 2022

Parking lot planting – September 2022

ACC recommendation to BOD.

Paint deck wall and replace boards on benches – October 2022

New Business

- CCR notices and processes – One of the duties of the board is to ensure the CCRs are being followed by all neighbors, and that communication and action is fair, consistent and without prejudice. The board has sent a few notices, or had conversations with neighbors regarding items visible from common areas and other homes, overgrown bushes, weedy areas, dead trees that need to be removed, signs in yards, garage doors being left open, trash cans out, and other home maintenance. The board is monitoring responses, and when necessary additional notices will be sent. Following is the process the board will follow regarding all CCR notices and compliance.
 - A notice will be sent to any homeowner who needs to address any issue on their property.
 - If after a reasonable period of time, the item has not been addressed or the homeowner has not communicated plans to the board, a second notice will be sent.
 - If again the matter has not been resolved and there has been no communication, a final notice will be sent.
 - The next action, if necessary, would be to turn the matter over to an attorney. All legal fees, court costs and attorney's fees will be the responsibility of the homeowner.
- Trailer parking in clubhouse lot – A copy of the Parking Regulations distributed in January 2016 are attached. Please review. Please contact the board for any specific parking requests. Copies will also be provided to Michelle LaMarsh to include in new neighbor packet, and it has also been uploaded to our website, in the Documents tab.
- Mail tampering – Recently the board was notified that mail tampering was a federal offence that carried up to a \$10,000 fine. It is common practice for HOAs to distribute important information to neighbors via mailbox. This information is always also on our website. If you would like to opt out of hard copy information, and rely solely on communication through the website or email, please use the contact form on the website and send the board confirmation that you do not wish to receive hard copies of any neighborhood information.

The meeting was adjourned at 7:37pm,

Minutes respectfully submitted by Secretary, Connie Wilson

The Abbeyes website:

www.theabbeyesatwestlake.com

Password: theabbeyes