

Three Colonies Homeowners Association Board of Directors Work Session

March 12, 2024

Board Members Present: Jack Smith, Nancy Melton, Pat Foster, Brian Gaskell, Ruth Hair, Richard Hup, Walt Mingle and Izzy Van.

Absent: Karen Stein

Secretary: Pete Horne

Call to Order:

Mr. Smith called the work session to order at 6:30 PM.

Mr. Smith opened the work session and thanked all for attending. Mr. Smith reminded everyone that our work sessions are to ask questions, find solutions and resolve any disagreements.

Mr. Smith stated that we set aside the first 15 minutes of each HOA meeting for residents to share concerns and/or ask questions. The board does not respond during resident time. The board can answer questions during their update or at the end of the meeting. Ms. Hair asked why? Ms. Melton explained this time is set aside for residents. Most questions can be answered during the updates and makes for a smoother meeting process. Mr. Gaskell added that meetings can disintegrate quickly when we do not follow our agenda.

Ms. Hair shared her concern that board duties would end at the end of their terms in March. She had a conversation with Ms. Melton regarding the ability to conduct business, make payments, etc until the annual meeting in April. Mr. Smith has researched this situation since our annual meeting is delayed. He found that the current board authority ends when the new board is seated. Ms. Hair requested to have this information in writing in the event she is questioned by a resident.

Ms. Van asked why the board was not aware of the delay in depositing February HOA dues. Ms. Melton explained that none of us were aware until after Ms. Hennessey became unavailable. Mr. Smith and Ms. Melton retrieved the payments from the clubhouse box. Ms. Melton chose to contact Ms. Hennessey to offer help, and, with the help of Ms. Hennessey's family members, obtained the needed materials to make the deposits. Ms. Melton has continued making the deposits and payments during this time when Ms. Hennessey is unavailable. Mr. Hup thanked Ms. Melton for taking on this responsibility in Ms. Hennessey's absence. This is a learning process for all and emphasizes the need for a back-up finance person.

Ms. Hair asked for explanation of the back-up person. Mr. Smith explained that we have needed a back-up for some time. The board agreed. Ms. Horne agreed to be trained as the back-up for Ms. Hennessey. Ms. Hennessey planned to train Ms. Horne during March; however, the training has yet to occur with Ms. Hennessey's unexpected absence. Therefore, Ms. Melton has stepped in to take on the payment of our expenses and depositing dues until Ms. Hennessey returns.

Ms. Van requested to rejoin the Finance Committee and chair the committee. No board member expressed any disagreement.

Mr. Smith asked for board discussion regarding the annual letter. The board received a letter from a resident demanding to have his name added to the ballot. This request was discussed at length. After searching many years of past annual letters, it was not found that previous boards added names. Nothing was found in the bylaws. A resident could be nominated from the floor at the annual meeting or by write-in vote on the ballot. It was decided to allow the nominating committee to determine next steps. Ms. Melton requested that she not be included on the nominating committee as her name is on the ballot for re-election. The nominating committee should consist of one board member and two homeowners. Mr. Hup suggested Mr. Gaskell to chair the committee. No board member disagreed. Mr. Gaskell will convene the committee right away.

Mr. Smith asked for discussion about the HOA meeting to follow the Annual Meeting. He asked the board for input. After discussion, he asked each member present to share their preference. Members present (Smith, Melton, Foster, Gaskell, Hair, Hup and Van) shared their preference was to have the 6:00 PM annual meeting only. Mr. Mingle prefers to hold the HOA meeting following the annual meeting. Ms. Stein was not in attendance.

Mr. Smith has received the needed paperwork to move forward on the foreclosure of the home on Keg Court. He will ask for a formal vote at the next HOA meeting. Mr. Smith is waiting for a response from Mr. Player's office regarding the public notice of the home on Gem Court.

Mr. Smith has contacted five engineering companies regarding our possible gate installation. The responding companies said our job was too small and recommended that he contact fencing companies. Mr. Smith is in the process of making those contacts now.

Mr. Smith has been in contact with PWC regarding our community drainage issues. PWC is potentially investigating the Ferncreek Basin – which includes Three Colonies – for addressing community needs and issues. This is a lengthy process. In the meantime, we need to be certain drainage and ditches are cleaned.

Mr. Smith has a ZOOM meeting scheduled with Metronet tomorrow to discuss concerns.

Mr. Smith will continue paying for the uniformed officer at this time.

Please send newsletter items to Mr. Smith by March 15.

Ms. Melton shared that we have two new guards to replace the previous guards that did not work out. The guards are reporting that cars continue to move through the entrance without stopping. The guards will try to get information on make, model and tag number of these offenders. We will address this issue with the individual or possibly get the police involved if the cars are trespassers.

Ms. Melton continues to work with Holmes Security to get the cameras at the guard house replaced and/or repaired.

Mr. Gaskell shared that more money will be needed to replace the playgrounds. His concern is liability and creating a good, safe play area. Ms. Van suggested to beautify what we currently have.

Mr. Gaskell said the Fox Court fence is down and replacement will be up next week.

Mr. Hup has been working on aerating the grounds. Fire ant killer and fertilizer is being applied. He has contacted a company to check our backflow. The company will be here next week. This is resulting from

a letter we received from PWC. The landscapers will go back to the home on Fen Court next Wednesday if the homeowner has not taken care of the property.

Mr. Foster will contact Gail's Cleaning Service about gutter cleaning. He has completed 2 work orders.

Ms. Hair asked Mr. Foster and Mr. Hup if they have received any estimates on the wall repair at the clubhouse. Mr. Foster has one estimate from John Hyatt. Ms. Hair also asked about the light fixture repair in the clubhouse. Mr. Foster stated he will get it done.

Ms. Hair stated that we should not have 'exit' signs on locked doors. This information contradicts the information earlier provided by the insurance representative.

Ms. Van stated the homeowner on Fen Court should be in compliance by Wednesday.

Mr. Mingle shared he had a website problem last month and is working on it.

Before closing, Mr. Smith added that our board may want to begin looking at the process to limit rental property in our community. Research shows that increases in rental property can decrease home values and this may be worth further discussion.

Mr. Smith adjourned the work session at 9:00 PM.

Minutes taken by Pete Horne