

Board of Directors Meeting – September 26th, 2022

Homeowner Forum - 6:41 pm

- Topics discussed:
 - Homeowner asked if outdoor pests and mosquitoes are treated by Greenview. Kimberly Johnson explained that that was not part of Greenview's contract, and that we had a separate contract for the treatment of outdoor pests, and that mosquitoes were not on that list. Adaire Salt asked John Byrd to add discussion of mosquito control to the Grounds Committee agenda.

Call to Order - 6:38 pm

- Meeting was called to order, by Adaire Salt, at 6:38 pm.
- **Board members present:** Adaire Salt (President), Debbie Asion (Vice President), Stephanie Zimmer (Treasurer), Jonathan Schaefer (Secretary), Trina Campbell (Director), Anne Schneider (Director).
- **Others present:** Katie Dominello (Elite Management Senior Community Manager), Kimberly Johnson (Community Manager), Alyssa McCall (Community Assistant Manager).

General

- **Approval of minutes:** Anne Schneider motioned to approve the August 22nd, 2022 minutes. Debbie Asion seconded the motion. Motion passed and unanimously approved.

Treasurer's Report

- Stephanie Zimmer mentioned that the report wasn't quite as thorough as typical, due to some time being spent getting ready for the annual meeting.
- Stephanie Zimmer mentioned last month's decision to pay some past security fees, as they were not invoiced until recently, which inflated the amount paid for security (as it was 3 years of payments).
- Stephanie Zimmer mentioned costs for the retaining wall and creek were approaching.
- Stephanie Zimmer mentioned that we're still waiting on the final reserve study; only draft had been received.

Committee Reports

- **Grounds:**
 - John Byrd discussed the Triangle Pond fountain head-replacement proposal. That the sprinkler head was clogged, and Triangle suggested a replacement that isn't as prone to clogging.
 - John Byrd discussed the Intellicom tennis court camera replacement proposal. Existing camera is broken and needs to be replaced.

- John Byrd discussed the Freese and Nichols tree removal design proposal, relating to the dam. He noted that the committee realized that a dam inspection is required. Cost of \$22,500.
- John Byrd discussed the Greenview fall flowers proposal; pansies were the choice of flowers to plant.
- John Byrd discussed tennis court resurfacing. Mentioned that they are looking into this. He expressed that the Grounds Committee already knew that it would need cleaning/resurfacing about 5-7 years after being built.
- John Byrd mentioned that, with the roofing work ongoing, that community members should be careful of roofing nails when in the area around the clubhouse.
- John Byrd brought up the topic of Mosquito control, which was originally brought up in the homeowner forum. He explained that treatment for mosquitoes is quite costly, and also explained that the treatment only lasts until the next rain. Rain washes the pesticide away, at which point it is no longer effective.
- Stephanie Zimmer asked if other quotes for the tree removal design proposal had been acquired. John Byrd said he did not, because the situation was a bit of an emergency, and clarified that this work required an engineering firm to oversee. So, the work isn't quite as simple as just tree removal. And with our past relationship with Freese and Nichols, they were a natural choice.
- Adaire Salt mentioned that she had received concerns about muddy water near the walking bridge, and that John Byrd had talked to the city, county. John Byrd explained that they inspected and confirmed that it wasn't something that was unexpected, and that there was nothing to be immediately concerned about.
- Trina Campbell notified John Byrd that there were bad Crepe Myrtles near the guardhouse and daycare areas. John Byrd recommended that Greenview be asked to look at them and give suggestions for next steps.
- Anne Schneider made a motion to accept the Triangle Pond Management proposal for replacement of the fountain sprinkler, not to exceed \$2,000. Debbie Asion seconded the motion. Motion passed and unanimously approved.
- Debbie Asion asked if the sprinkler would be replaced now, or if we'd wait until flow has gone down. John Byrd explained that if it were to become clogged, it could burn-out the motor.
- Trina Campbell asked if Triangle Pond had answered the question about whether the new sprinkler would displace the herons. John Byrd stated that Triangle confirmed that it would not.
- Trina Campbell made a motion to accept the bid from Intellicom to replace the tennis court camera, not to exceed \$2,200. Anne Schneider seconded the motion. Motion passed and unanimously approved.
- Stephanie Zimmer mentioned that, due to how often the Board meets, that we were past our 30 day price guarantee. Kimberly Johnson confirmed that she would ask Intellicom about the price.
- Anne Schneider made a motion to accept the August 22nd proposal from Freese and Nichols to provide professional services to Grove Park community for

addressing deficiencies at the Grove Park dam, not to exceed \$22,500. Debbie Asion seconded the motion. Motion passed and unanimously approved.

- Stephanie Zimmer asked that we rectify before signing the Freese and Nichols proposal, making sure the contact person was corrected to John Byrd. Adaire Salt confirmed that Kimberly Johnson had rectified.
- Debbie Asion made a motion to accept Greenvew's bid for \$7,150 for fall flower installation of pansies. Trina Campbell seconded the motion. Motion passed and unanimously approved.
- Katie Dominello asked if the payments for Triangle Pond, Intellicom, and Freese and Nichols should come from operating expenses or reserves. Katie mentioned that we could probably use operating or reserves for both the Intellicom camera replacement and Triangle Pond sprinkler. And that the dam should probably come from reserves. Adaire Salt confirmed that Intellicom and Triangle would come from operating, and Freese and Nichols would come from reserves.

- **Pool/Clubhouse:**

- Adaire Salt gave an update on the retaining wall: mentioned that we're still waiting on the city of Durham and FEMA department for construction to start. That the community had completed our paperwork and documents with the contractor, now waiting on getting permits that we need. Katie Dominello confirmed that we had not received any updates from the city.
- Fatina Galberth asked if anyone with the community had asked the city of Durham about a backlog, and if so, how far back it goes. Trina Campbell explained that they do not provide that info and will only communicate with the entity that applied for the permit (Callahan).
- Fatina Galberth asked if they told us, once work got started, how long it would take. Adaire Salt explained that Callahan did say 60 days, but that surprises or weather delays could impact that. Katie Dominello confirmed the 60-day expected timeframe.
- Trina Campbell asked how long our Callahan quote was good for. Katie Dominello explained that there was not a limit once the contract was signed.
- Adaire Salt gave an update on the clubhouse roof work thought it would take 3 days, but now in week 2, due to issues with some of the underlying plywood needing to be replaced. Kimberly Johnson confirmed that roofers were approximately half done.
- Community member mentioned that roofing contractors seemed a bit careless; left tools on roof, insecured plywood, debris on Saturday night. Fatina Galberth urged attendees to look out for debris from the roof potentially in pool, as they were blowing roof debris near the pool.
- Adaire Salt gave an update on the cleaning company schedule. Explained that now that pool season is ending, cleaning company will back to regular schedule of cleaning once a week at the end of September. She urged attendees to continue to monitor the cleanliness of the facilities and to report any issues to management.

- Adaire Salt gave an update on Pearl Pool. Explained that they have more work to do on the pool deck surface. Mentioned that they need multiple consecutive dry days to fix the surface cracks, which may delay the process. She also stated that Kimberly Johnson would be speaking with them tomorrow to schedule the work.
- Adaire Salt discussed security for Halloween. Kim stated she had spoken to Reese, and Reese confirmed that last year's monitors would be available this year, if needed. Adaire Salt asked how many monitors were needed. John Byrd mentioned that in the past, we used 4 monitors; 1 floating on Linkside, 1 at each 98 entrance, and 1 by the clubhouse. Adaire Salt mentioned that she thought the cost was \$35 per hour last year. Stephanie Zimmer asked if responsibilities of monitors included amenity monitoring. Fatina Galberth discussed how, in the past, monitors would assist community members with safely crossing the highway.
- **Social:**
 - Fatina Galberth discussed the last food truck event, saying it was a success. Insta-Ice came for the first time, came from word of mouth, and said she would likely discuss having them for the next pool-opening event in 2023. Will and Pops truck was also a success. Fatina also mentioned that she would probably try to extend truck events one month earlier and one month later next year.
 - Fatina Galberth mentioned that the outdoor movie night was a huge success; 100 attendees. Also mentioned that community members expressed interest in having the event more often.
 - Fatina Galberth explained that she will likely postpone the neighborhood walking event, due to inclement weather.
 - Fatina Galberth reminded attendees of the upcoming Fall yard sale event, October 8th and 9th.
 - Fatina Galberth reminded attendees of the upcoming Christmas parade on December 10th, which will include pictures with santa.
 - Fatina Galberth discussed plans for continuing the holiday decorations contest. Explained that a notification would go out in October, to allow the community time to get ready. Prizes will be for 1st, 2nd, and 3rd place.
 - Fatina Galberth mentioned that she's still planning to organize a holiday party, depending on the retaining wall project.

New Business

- Debbie Asion made a motion to accept the email vote to appoint John Byrd as point-person to work with Freese and Nichols on the dam proposal project. Trina Campbell seconded the motion. Motion passed and unanimously approved.
- Debbie Asion made a motion to accept the email vote for the requirement of photos for violations going forward. Trina Campbell seconded the motion. Motion passed and unanimously approved.
- Stephanie Zimmer mentioned that some violations cannot be photographed. Trina Campbell offered alternate verbiage.

- Adaire Salt made a motion to amend the previous motion where management will take photos of violations. Amendments are to (1.) strike the last sentence within the email vote motion (removing sentence "There will be no exception to this policy.") and (2.) to append to the final sentence, "when applicable". Making the new final sentence of the motion become "The violation must be the principal subject of the provided photo, or otherwise indicated by a marker of some sort that will help to completely identify the exact violation, when applicable." Debbie Asion seconded the motion. Motion passed and unanimously approved.
- Adaire Salt mentioned that we have extended the application process for the 4 board member positions. New applications will no longer be accepted after the coming Friday, September 30th. Will then begin the process of getting ballots and online voting prepared. Will be communicated via NABR and via email. Also, paper ballots will be mailed to all homes.

Management Report

- Kimberly Johnson notified attendees of Alyssa McCall's upcoming time out-of-office, September 28th.
- Due Process – October 13th – 6:30 pm – Zoom
- Grounds Committee – October 20th – 6:30 pm – Zoom
- Board of Directors Meeting – October 24th – 6:30 pm – Zoom

Close Open Session - 7:42 pm

- Adaire Salt made a motion to close Open Session. Anne Schneider seconded the motion. Motion passed and unanimously approved.

Executive Session - 7:58 pm

- Adaire Salt made a motion to go into Executive Session. Debbie Asion seconded the motion. Motion passed and unanimously approved.

Adjournment - 8:37pm

- Adaire Salt made a motion to adjourn the Executive Session. Anne Schneider seconded the motion. Motion passed and unanimously approved.