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| Annual Meeting - March 3, 2018 |

**Welcome and Introduction**

President Tony McLain opened the meeting introducing himself and asking each Board member to do the same. Those present were Katharine Leonard, Mike Elmore, Robert Earnhardt, Deborah and James Adkins, Bernard Harwood, Susan Elmore, Joe and Martha Horton, Melinda Long, Tom Mullin, Brenda Mendiola, Tony and Tammy McLain, Bill and Kathy Cooper, Charlotte Gattozzi, Sherie Giles, Isabel Lawrence, Gail Gordy, Joy Sherman, Carol Woodard, Kathy Grissom, Tracy Gatewood, Mike Carrol, and Syble McDaniel.

Association manager Bernard Harwood with Harwood Real Estate called the meeting to order. Tony McLain announced receipt of 13 proxies and 24 HOA members had signed in at the meeting so a quorum was met. Given that a non-owner and one couple (each signed individually) had signed in, and with a careful recount of the proxies, the number was amended to reflect that **22 members** were present (as reflected in the paragraph above) and there were **14 proxies** in hand. It was also noted at the conclusion of the meeting that one of the members owned four houses in the neighborhood (**which added 3 more votes**). This meant that there were a total of 39 votes represented at the meeting. As such, there were sufficient members and proxies present in order to potentially represent over 51% of the total owners (75 homes in Fox Ridge. 39 votes represent over 51% as set out in the bylaws of the Association).

**Proof of Notice**

By distribution of postcards and next mailed notices postmarked February 8, 2018, to all 75 HOA member residences, Tony McLain explained the proof of meeting notice was established.

**2017 Annual Meeting Minutes**

The 2017 HOA annual meeting minutes were reviewed. A motion was made and approved the minutes as written. The motion carried.

**President’s Report**

* Landscaping – ProCare’s manager Lawrence Hartley was introduced as the owner of the Landscape company doing the lawn maintenance at Fox Ridge. Work completed over the past year included clean up of the Phase 1-2 common area and front of the neighborhood.
	+ Plans to add sod to Phase 1-2 common area
	+ Owners will consult with Lawrence on sod replacement by first contacting Bernard
	+ Lawrence – Old South will distribute pre-emerge/fertilizer in 2018
	+ Pet/waste stations proposal were discussed with owners and the general consensus was that reminders to owners regarding pet waste would be sufficient.
	+ Feral cat population – here was a discussion regarding how to handle "stray cats" in the neighborhood given that the population had noticeably increased of late. It was noted that some owners have cats which are "outdoor cats" and are fed at the these owners homes. There was a motion which passed that owners not feed cats at areas away from each owner's homes.
* 2018 cookout proposed dates are May 5, 12 or June 9
* Periodic newsletters will continue to be distributed. Tony stated that the community residents, more so than the HOA Board, should have a voice in the decisions and actions of the neighborhood Association, so please communicate with the Board when needed.
* Concerns – Parking and renter limits will be addressed going forward. Project committee sign-up sheets were distributed
* Fence – As the Fox Ridge Community heads towards its 30th birthday, it was noted that, in an aging community, repairs and replacements…including the fencing at the common areas need to be planned for. A fractional replacement contribution is expected from Royal Hills apartment owners. Committee will consider options for full replacement and cleaning/staining. Bernard will check owner responsibility for adjoining fence between two owners’ properties.
* 25 mph speed / No Outlet / No Solicitation signs proposed and it was agreed that these signs will be installed

**Financial Report**

* Bernard presented the Balance Sheet which indicated that the Association had the following balances as of March 2, 2018: Operating Account $18,947, Capital Reserve Account $36,237, and Pump Station Reserve Account $12,014.
* Bernard presented the actual expenses for the 2017 year as compared to the amount budgeted for each category. It was noted that in 2017 expenses were as follows: Lawn Care $35,400, Utilities including water and power $7,578, Pump Maintenance and Repair [updated amount] $2,715, General Repairs including fence repairs $2,556, Yearly Insurance Premium $1,763, Professional Charges including tax preparation and filing $792, Administrative Expenses including postage and stationary $366, Transfer to the Reserve Accounts $3,504, and Property Management $13,500. Total expenses for the 2017 year were $68,174. Bernard explained that total potential revenue each year from association dues is $76,260 and that any excess appears either in the operating account or is transferred to the reserve accounts.
* Bernard next presented a spreadsheet indicating actual expenses for years 2013 through 2017 and noted that the five your average for those expenses is $70,016 per year.
* Bernard next presented the proposed 2018 budget for review. After a review of the budget there was a motion and a second to adopt the budget as presented. This motion was unanimously approved.
* Bernard stated that he had promised the Board of Directors that he would complete a reserve study prior to the next owners meeting, which takes an inventory of the common area components such as fencing, the guard house, the sewer pump mechanisms etc. and takes into account the useful life of each of these components to determine the total cost for replacing these items at the end of their useful life. This total dollar amount will help the Board determine adequate funding for the reserve accounts.

**Owner Requests**

* Owner notification is needed that each resident needs to place trash at curb in front of house and not on cul-de-sac islands or other areas.
* Board will research best option to request city to pave neighborhood streets.

**Old Business**

* None proposed

**New Business**

* In a review of the Board of Directors terms, HOA Board members Charlotte Gattozzi and Bill Cooper terms were the expiring terms this year. Both Charlotte and Bill indicated that they would continue to serve if elected. The floor was next opened for nominations. Katharine Leonard nominated Jana Leigh as a board member. Bernard and Tony advised that Jenna had earlier indicated she was not available to serve due to prior commitments. Katharine expressed an interest in serving the community as a director. Recognizing Katharine's interest in serving, Charlotte Gattozzi removed her name from the nomination slate. Katharine presented her name for the ballot and, there being no other nominations, nominations were closed. Katharine Leonard and Bill Cooper were unanimously elected to the Board of Directors for a three-year term.
* The Board has asked the City to identify each owner’s water meters for accurate leak repairs.
	+ Use a licensed plumber for water leak repairs to become eligible for city assistance with the repair cost.

**Rules and Regulations**

* Bernard presented the motion for an amendment to the Bylaws which was mailed to the owners prior to the owners meeting, which gave the authority to the Board to set the annual meeting date/time each year. The motion was approved unanimously and, given that the members and proxies present represented a 51% plurality, the motion as written now becomes an amendment to the bylaws
* A motion was brought to the floor that the rules and regulations be amended to allow small signs for security alarm companies to be placed in the flower bed area of a home in Fox Ridge. The motion was approved unanimously and, given that the membership and proxies present represented a 51%plurality, the motion as presented now becomes an amendment to the rules and regulations.

Bernard and Tony reminded owners to access The new Foxridge homeowners website, FoxridgeHOA.info in order to gain access to the covenants, rules and regulations, bylaws and other governing documents as well as other information about the association and the Fox Ridge community.

With no for the business proposed and discussed, the meeting was adjourned.

FOX RIDGE HOMEOWNERS ASSOCIATION

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Tony McLain, President