

**Governors Village POA
Board of Directors Meeting
August 7, 2023**

Minutes of the Board of Directors for Governors Village Board Meeting, held at Mt. Carmel Baptist Church, on August 7, 2023.

I. **Establish a Quorum** – A quorum was established.

II. **Call to Order**
Meeting was called to order on August 7, 2023 at 6:03 pm.

Roll Call

Board Members present:

- Don Prost, President
- Ruth Benton, Treasurer
- Dan Chegash, Secretary
- Tyler Ritter
- Doug Fein
- Brooke Crouter
- David Weikert
- Chris Gamber

Board Members absent:

- Michael Barefoot, Vice President

Additional persons present:

- Kimberly Conen, Property Manager

Clerk present:

- Chloe Donohoe

Other Attendees:

- Roger Chapin, Resident
- Manna Traas, Resident

III. **Proof of Notice**
Board meeting date and location were posted on the community website calendar.

IV. **Approval of Meeting Minutes**
For the purpose of publishing our minutes promptly, the board members present at today's meeting unanimously consent to correcting/approving these minutes by email correspondence, to be completed within 10 days. If it should be determined that a "special meeting" is technically required for approval, we consent to this virtual meeting, to be completed at noon on the 10th day following today's meeting.

V. **Open Forum**
At this Board meeting, no POA members appeared before the board to present their concerns.

VI. **Financial Update**

- a. Kimberly reported that the Operating Total is \$215,882.48 and the Reserve Total is \$15296.28 (as of 8/3/23).
- b. Kimberly shared that there are still some delays in dues payments and that late fees are beginning this month.
- c. Kimberly updated Board that Community Focus of NC's financial team is processing financial documents after receiving all of the money from FSR on 8/1.

VII. Old Business

- a. **Signage** – The Board discussed the concerns about signage expressed on the community list serv. The Board emphasized that community members should bring concerns to the board directly, as the listserv is an informal platform. The Board requested that Kimberly move forward with language for the signage at the instruction of the attorney.
- b. **Nominating Committee** – Brooke shared the status of the nominating committee's recruitment efforts. The committee has secured 4 nominees. The Board asked Kimberly to share out that community members can self-nominate until August 15.
- c. **Storm Cleanup** – Kimberly shared that the Bartlett invoice was larger than expected to address storm damages to signs, fences, and mailboxes. She is still awaiting an estimate of how much the insurance will cover. The Board requested that Kimberly give the POA and Townes boards access to a shared google drive to store files relevant to both Boards.

VIII. New Business

- a. **Violations** – Kimberly shared that she would begin violation notices this month. Tyler shared that the Townes Board has developed an updated Rules and Regulations document. The Board requested that Kimberly draft a similar document for the POA Board to consider.
- b. **Pool Violations** – Kimberly shared that the pool staff from Aquatic Management are not addressing violations. The Board requested that Kimberly send a message to the community about the violation warning system.
- c. **Complaints** – Kimberly shared that she is reviewing the remaining community complaints from FSR and will send certified letters accordingly.
- d. **ARB Update** – The ARB committee has reviewed a request for a tree and for painting a house.
- e. **Grounds Update** – Roger Chapin shared the following items on behalf of the Grounds Committee
 - a. Several trees and branches still need to be evaluated for safety and possible removal.
 - b. The Grounds Committee meet with Kimberly from CFNC and Chris John from Brightview on July 20th to review Grounds Chair concerns. They meet again at the end of August to assure the inclusion of specific details in potential RFP's and vendor Grounds proposals for 2024.
 - c. The Grounds Chairs are waiting for information on 2023 budget fund balances for Grounds in order to move forward with potential projects.
 - d. With a new on-site new crew and location Crew Leader from BrightView, the Grounds committee has observed a significant improvement in the routine landscaping results.
 - e. The Grounds committee contacted Rantos to provide a competitive audit of the irrigation systems in all neighborhoods and have requested a proposal to take over the responsibility for the irrigation systems from Brightview.

- f. The Grounds Chairs are developing a map of the priority areas for mulch or pine straw areas across the neighborhoods.
 - g. Aqualis has replaced the compressor at the Lake and the 3 bubblers are now working, but the Grounds committee is considering requesting a bid from a new vendor.
 - h. Kimberly shared that she has been in contact with county staff regarding back flow locations. She suspects that the irrigation systems may be shut off due to no power. Kimberly is working with Brightview to address this but expressed her concern that they do not have an electrician on staff, which is necessary to identify electrical issues with backflows.
 - i. Bartlett shared that they need a state permit to address the trees around the dam. They have an RFP out for the tree clearing job and Kimberly is monitoring their analysis of the trees to ensure that they do not tear down too many trees.
 - j. Erosion is occurring along the creek that runs into the lake. This is estimated to cost \$40,000 plus the state inspection of the trees. This project is being prioritized and is expected to be completed in the Fall.
- f. **Landscaping contract** – The Grounds Committee is reviewing bids for new landscaping contractors. Their recommendations will be brought to the Townes and POA boards by October.
 - g. **Welcoming Committee** – The community members leading the welcoming committee are likely moving out of the community. Brooke will reach out to Sarah Mitchell to see if she will take over welcoming committee and communications activities.
 - h. **Pool Kitchen** – The Board asked Kimberly to address a gas smell in the pool kitchen.

IX. Adjournment

Don Prost adjourned the meeting at 7:06pm.

The next Board meeting is scheduled for September 4, 2023 at 6:00pm.

These minutes were prepared by Chloe Donohoe, BOD clerk. Approved unanimously by the Board and posted to websites on 8/17/23.