

HEDINGHAM COMMUNITY ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

November 16, 2016

MINUTES

The meeting was called to order at 7:00 by Board President, Reid Twine.

Directors in attendance and introduced as follows: Reid Twine, Jennifer Moore, Reid Smith, Christina Serafino, and Ed Behan.

The October meeting minutes were not written by prior community manager. Going forward, the board will approve the minutes through email.

Sewer Lift Station- Update on progress by Valerie Spalding.

Ed gave an overview of US Security, new security vendor to the community. The officer will patrol the community in their marked vehicle. The board is working with US Security on the placement of UPC codes installed throughout the community to track the patrol activity of the vendor. The patrol officer is Officer Wayne, contact # 984-220-6638. US Security's contact information is on the Hedingham.org.

Effective 2017, The Fred Smith Company will no longer manage the pools. A new pool management vendor needs to be hired. Jennifer will do edits to existing pool contract before three new, closed bids are obtained. Possible vendors: Pool Professionals, Aquatic Management.

Ed reviewed the balance sheet. A portion cash in the operating account will be transferred to reserves before year-end. Betsy research if capital improvements were paid from funds from reserves. Ed believes the Townhome Replacement Fund on balance sheet should be lower. Betsy research what is 1600 account on balance sheet.

There were no resident requests to speak at the November meeting.

Unfinished Business:

- Athletic room equipment – The association has one bid from Fitness Concepts. Need to obtain two more bids. Find out what is done with the old equipment when it is replaced.
- Tennis court entry fob system – The association has one bid from Citadel. Other vendors Betsy will contact for bids are Cox and Southern Security Group. Will need signage for rules on the tennis courts (no dogs, etc.). Homeowner will turn in metal key for a fob.
- Raleigh PD (Officer Mark) has written authorization from the association to enforce no trespassing laws on behalf of the association.
- Irrigation repairs of \$3800. Also need price for the backflow device locked boxes from Yardnique.
- CAS provided Clubrunner current activity reports for the athletic center, pools, and golf course. The golf course report had no activity for the months of September – November 16, 2016. Reid Smith will follow-up on the repairs to the golf course's Clubrunner system.

- WO fence repair – Fences Unlimited has approval to proceed and will begin the work the end of November or early part of December.
- Need to find bids for benches at LR and WO playgrounds
- WO plaster around the pool is failing. Contact American Pool about their warranty. Needs to be repaired.
- Betsy will contact the vendor that installed the WO playground equipment to make repairs. The warranty should still be valid.

Landscaping repairs at WO:

- Need to prevent homeowners parking cars in the area where the landscaping was removed. Betsy and Jennifer will meet with Yardnique in December for a plan to discuss sod, azaleas, gardenias, day lilies, etc. The board wants the area to be attractive and low maintenance. These improvements could result in an adjustment on the monthly maintenance contract.
- The area between the pool and clubhouse patio (dog station area) also needs mulch since grass does not survive because the area is too shady from the trees. Yardnique needs to give a bid for this area as well.
- Security cameras - Wayne Lampke announced there is one bid from Protection One for 22 cameras to be installed at the clubhouse, both pools, and the athletic club. Betsy will contact Southern Security Group for a quote. AT&T needs to install fiber to accommodate the security cameras.
- Extended hours at the athletic center to open at 5 am Monday – Friday. Betsy to contact CAS about additional staffing.

The following committees gave reports: Golf, Hi Milers, Social, Aquatic, Long Range Planning.

A meeting will be scheduled for the voting members to two elect board members to fill Ed and Jennifer's positions.

Misc:

- Yardnique will remove the bushes at Grand Traverse pool. Price including new mulch installation is \$1342.
- The golf cart paths are in need of repair. Cart path repair/replacement is to begin in 2017 starting with 9 holes to be completed and end in 2018 with remaining 9 holes.
- Betsy research insurance policy application for liability insurance to cover gym trainer, daycare staff, swim team, Pickleball players, independent trainers, Hi-Milers, etc.
- Betsy check on account code 7750 – why so high?
- Betsy research what are the electric and water bills for?
- Mulch/pinestraw is not included in the Yardnique contract. Yardnique's estimates per contract: Dyed hardwood: 327 cubic yard - \$15,696 (\$48/yd installed). Pinestraw: 410 bales (\$7/yd installed). Additionally, triple shredded mulch is \$38/yard installed.
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Reid made a motion, Christina second to adjourn the meeting at 8:15.

The next meeting is scheduled for 7:00 PM on January 18, 2017.