

## HEDINGHAM COMMUNITY ASSOCIATION, INC.

### BOARD OF DIRECTORS MEETING MINUTES, July 18, 2018

The meeting was called to order at 7:03 PM by Jennifer Moore, President.

Board of Directors in attendance and introduced as follows: Jennifer Moore, President, Loyrn Jones, Secretary, Ed Behan, Treasurer and Reid Smith, Member at large. Absent from meeting, Christina Serafino, Vice President. Also present, Stephanea White, Assistant Community Manager and Jovon King, Operations Manager.

**Jennifer Moore**- calls for introduction of District members:

**Jennifer Moore** – Explains Meeting Procedures

**Jennifer Moore**- Contracts: Renewal- All Contracts Up for Renewal

- All new contracts are scheduled for January 1<sup>st</sup>.
- Security contract is on a 30, day basis.

**Ed Behan** – Protection 1

- We keep running into the same problem.
- System was supposed to be turnkey and is not.
- Cameras are inconsistent, rendering them ineffective for purposes intended.
- Once issues with system is resolved, additional cameras will be added to various areas of neighborhood.

**Jennifer Moore** reminds everyone that the move has been made to put all IT related items under one main company, Tek Hub. With this move things like camera issues or firewalls will all be able to be addressed in hours instead of days.

**Jennifer Moore** – Project Linus

- Charity that supports the community by making comfort blankets for ill children
- [projectlinusraleigh.blogspot.com](http://projectlinusraleigh.blogspot.com)

**Jennifer Moore** – Willow Oak Club House Usage

- Charities may use so long as it is a benefit for someone within Hedingham.
- Management team and FSC employees may rent at current rate

**Jennifer Moore**- Service Animals

- Stephanea White- Legally cannot ask for validation
- May only ask 2 questions by law- “Is dog a service animal?” and “What is dog trained for?”
- Specifically refers to “dogs”.
- Reid Smith – Emotional support animals are allowed according to the Federal Government. Suggests HOA speak to attorney for clarification.
- May go to pools edge but not into pool.
- Must be leashed at all times.

- No limits on areas accessible- only if dog is out of control
- Loryn Jones makes **MOTION** to allow emotional animals, Ed Behan seconds, all approve, **MOTION** passes.

**Jennifer Moore-** Linville Ridge Sprinkler

- Ed Behan suggests that it is just turned off
- Loryn Jones agrees with Ed Behan
- Loryn Jones makes **MOTION** to turn off Ed Behan seconds, all approve, **MOTION** passes.

**Jennifer Moore-** Electrical Inspections

- Become proactive, perform quarterly or semi-annually electrical inspections throughout community.
- Hire an electrical company to perform inspections on property.
- Board suggests that we seek bids for service.

**Jennifer Moore-** Trashcans

- Theft of trashcans is suspected from amenity locations.
- Jennifer Moore suggests painting the location initials on cans.
- City of Raleigh is sending letters to all Raleigh residents concerning their trashcan locations as well as violation letters concerning can location on property.

**Ed Behan-** Treasury Report

- In reviewing the financials supplied by CAS for the period 1/1/2018 through 6/30/2018 our reported income from all sources is \$815,485.08 against the Budgeted amount of \$779,400.00 leaving a budgeted positive surplus for the period of \$36,085.08.
- Expenses for all categories for the same period was a reported \$868,835.34 against a budgeted projection of \$788,512.54 leaving negative of \$80,322.80. We currently have 43, line items that are running over budget. The major part of this negative balance is due to a one time, \$50,000.00 paydown against our mortgage which is money wisely spent. Line items 7710 General Mailing is \$10,548.58 over budget due in part to the requirement to properly organize and elect the Neighborhood Committees. This was pointed out to us by an attorney letter from the Fred Smith Company that we were out of compliance. In addition, new categories 7745 Key Fobs added an unanticipated budget expense of \$8,101.35, and 7950 Special Projects expensed at (\$4,540.23) and 7960 Golf Course Internet at (\$166.17) added to the negative bottom line. We will have to monitor and adjust the budget to bring everything in line. This adjustment most likely will be in the later part of this month. If there are any individuals who would like to help in the process, please see me after the meeting.
- We are also trying to figure out how to handle the last phase of townhome reroofing in the Blackwolf Run area. The problem is that they are underfunded. This is primarily due to the fact that many of these units were rental units and never paid into the reserve fund until after private ownership took over. We are looking into the possibility of how to recover those funds. An additional problem is that there are approximately eight units that are currently attached to

a rental unit and we have asked the Fred Smith Company how they want to handle this unique problem. To date we have received no word.

- As of 6/30/2018 our Operating Cash is \$197,958.08 and our Replenishment Cash is \$547,776.47, however we must keep in mind that of the \$197,958.08 in Operating Cash, approximately \$132,794.10 of that is Oakland Hills and Private Townhome Replenishment money held and growing monthly to be transferred at the end of the year.
- The recommended Reserve (Replenishment) Balance for the end of the year was \$839,547 and it is anticipated that we will fall short of this recommendation. The good news is that our reserve study goes out to the year 2048 regarding anticipated expenses. Our anticipated annual expenses are currently in line with the reserve study and will most likely increase at the rate of approximately 3% per year as Hedingham's assets age.
- Possible unanticipated expenses will be landscaping the entrance to the Athletic Clubhouse, expansion of our video surveillance network, and possible resurfacing of the playgrounds. We have committees working on that and hopefully we will get a handle on costs and timing.

### **Stephanea White**- Committee Reports

#### High Milers –

- We are in the final planning stage for our annual Cookout August 18
- On June 20<sup>th</sup>, Hi-Milers received an in-depth tour of the James Hunt Library located at the NC State's Centennial Campus. Following the tour 9 members enjoyed lunch at the Terrace Restaurant at Lonnie Poole Golf Course.
- Our next regular meeting will be Tuesday, September 11th, regular meetings are not held in July and August.
- Committees are meeting during the summer, finalizing plans for upcoming fall and winter events as well as working on the 2019 calendar. The next Hi-Milers board meeting is scheduled for August 7.

#### Golf Club –

- The Golf Committee is working on this year's Memorial Scholarship Tournament to be held at Hedingham on Saturday, August 11 with a 9:00AM Shot-gun start. The entry fee is \$50.00 per player which includes golf fee, cart and catered lunch. The tournament features include a 50/50 Raffle, sale of Mulligans, and a Putting contest.
- This event is open to the public as it is a fund-raiser.
- Entries are accepted in all forms: single; double; foursomes. We will attempt to pair any players to fill a foursome.
- Deadline is AUGUST 1, 2018
- Contact for information: Lee at [leethayne@nc.rr.com](mailto:leethayne@nc.rr.com)

#### Aquatics –

- The Hedingham SHARKS have enjoyed the 2018 season with Coach Aimee and Assistant Coaches Abby and Macy.
- The swim season ends with a banquet Aug 11th at the Athletic Center where trophies and awards will be presented to all swimmers.

## Stephanea White- Management Report

- IT Services update: The BOD approved to upgrade Noah Harris's current contract with Hedingham so that he can take over the firewall from NetSmart. This decision was made due to all the problems that we had been having with communications, costs and delays when working with NetSmart. For example, a small printer could not be installed at the front desk wirelessly because the firewall was blocking it. This would require a service ticket call to NetSmart, wait from them to call us back, then wait for them to give Noah the access all this at a minimum service fee of \$54.
- Discussion of parking pass usage: Currently, parking passes are obtained at the athletic facility front desk online. This is because of the large number of people printing their own parking passes and parking for days or more at a time. Parking with the pass is allowed at the 2 pools, and the athletic facility. QUESTION FOR THE BOD: Would you like to change how this is done? BOD tabled this topic.
- New dance class at the athletic facility: Not HOA sponsored, teacher will pay trainer fee (amount TBD) and carry own insurance. For residents only. HO sign and pay teacher directly. Approved

### Class offerings:

Musical Theatre ages 7+

Creative Movement ages 18 months to 4

Ballet/Tap/Tumbling ages 3 to 6

Ballet/Tap/Jazz/Tumbling ages 5 to 8

Intro to dance: Ballet/Tap/Jazz/Tumbling ages 8 and up

Dance Team Prep ages 8 and up

Street Jam ages 13 and up

- Kudzu removal on Southall- Update on cost and schedule-Jovon King, Operations Manager
- Pool Vandalism/ Flood Lights-Jovon King, Operations Manager
- Facility usage reports: Grand Traverse Pool-3,168 check in's (gate and reader), Willow Oak Pool- 4,633 check in's (gate and reader), Athletic Center- 3,853 check-in's (door and reader). Golf Club- 416 check in's
- Income from facilities (June): Willow Oak Pool-\$407.00, Grand Traverse Pool-\$599.00, HCA- \$535.00 (includes, key fobs, pool and nanny passes), Clubhouse Rental- \$1,250.00, Tennis Fob deposit- \$40.00 **BOD Request-** Would like this info in a spread sheet so we can see month to month usage/same for income.
- No smoking signs have been installed at Linville Ridge playground, GT pool, WO pool and WO playground.  
Fred Smith Company Report:
  - Golf: Greens have started to be aerated also, we trimmed and cut several trees around the course this month.
  - Maintenance: power washing, we are on Bay Harbor we have also started 2018 Home Owner inspections
  - landscaping: we are in the process of pruning per the contract while continuing with mowing
- New Dance Class proposed for the Athletic Center Calendar, Jennifer Moore, asks for a **MOTION** to approve. Loryn Jones, makes **MOTION** to approve. Jennifer Moore, seconds it. All agree, **MOTION**

passes.

**Resident Forum-**

- Homeowner has question about the policy on decorative lights. Was asked to submit an ARC Application for Consideration.
- H.E.L.P. is a Hedingham resident organized gathering for the women of the neighborhood that will meet at the Willow Oak clubhouse.
- Resident presents issue with deteriorating wooden retaining wall behind multiple homes. Board responds that the area is homeowner responsibility and suggests that they have the city investigate the issue based on the amount of water that was present in video footage.

Reid Smith makes **MOTION** to adjourn. Meeting adjourned 8:47pm