

Belhaven Townhome Owners Association, Inc

Annual Meeting Minutes
August 29, 2017

Minutes were approved at the
August 30, 2018 Annual
Meeting

Meeting called to order at 6:05 pm.

Introduction of the Board of Directors:

President --Marianne Tufts
Treasurer/Secretary--Rod Johnson [absent]

Introduction of committee members:

ACCO Chairman-Marianne Tufts

Other members present: Clifford Jackson, Ken & Dee Blanding, Barb Malone, Mollie Dalton, Marilyn Anderson, Carole Gardner, Regina Moore, Burlena Price, Jen Greager, Megan & Ron Velarde, Micheale McDonald, Joyce Looney, and Judy Duncan [3 properties]. 6 proxies were received.

Introduction of Heritage Team:

David Caldwell, Hilary Schwartz

2016 Annual Meeting Minutes were approved. M/S/C

Old/Unfinished business: None

New Business

- Landscaping Contract for 2018
 - Current landscaping contract with Thompson Landscaping ends December 31, 2017.
 - Three BIDs (Thompson Landscaping, Peaceful Valley & Corona Lawn Care) have been received thus far and a request was made to get additional BIDs for the new Board of Directors to review. HPM will work on getting additional BIDs within the coming weeks.
- Fence Repair
 - Cedar fence along the East Border
 - It was discovered four pickets were removed from the southeast portion of the fence. We suspect it was vandalism. Pickets will need to be replaced and stained to match existing fence.
 - Stucco fence along Patterson Road
 - The fence has been damaged as evidenced by numerous holes in the stucco. HPM will work on getting BIDs to determine the cost of repair for the Board of Directors. These BIDs will help determine when this item can be fixed.

ACCO report:

- Marianne Tufts resigned as ACCO member.
- 3 applications for new fence installs were received.
 - 2 were approved.
 - 1 was denied due to not being submitted by homeowner on record.
- 1 application for a backyard proposal was approved.
- 2 shrub replacements and 1 shrub removal was approved.
- 1 screen door install was approved.
- 2 "like kind" driveways were approved and replaced.
- 1 "like kind" garage door was approved and replaced.

- As a reminder, if you are changing anything on the exterior of your home or lot, notify the HPM and get approval. If replacing something 'like kind' [same type bushes, same house color, etc] note that on your request.

Treasurers report:

- Rod Johnson provided a formal report, which is posted to Belhaven's webpage.
- Currently there are 2 homeowners in collections.
 - Both homeowners currently have a payment plan with HPM.

2018 Budget:

- New format of budget was presented.
- M/S/C that 2018 budget be approved and put on the website.
- Election of Board Members:
 - Marianne Tufts and Rod Johnson resigned as Board of Directors
 - Nominations from floor
 - No nominations were received
 - HPM will take over as Board of Directors and ACCO committee until further notice.

Meeting adjourned at 7:27 pm.

Minutes taken by
Hilary Schwartz
Heritage Property Management