

**Seven Lakes West Landowners Association
Board of Directors Work Session
Tuesday, October 20, 2009
West Side Park Community Center**

Call to order:

The president called the meeting to order at 9:04 a.m.

Directors present: Adam Wimberly, Mick Herdrich, Ed Silberhorn, John Hoffmann, Ron Shepard, Ed Tuton, John Goodman, Karen Milligan, and Kathy Kirst. Directors absent: None. A quorum was established.

Also present: Joan Frost, community manager.

President's comments:

The president circulated the by-laws of the recently established Greater Seven Lakes Community Council.

Secretary's report:

Correspondence received, along with the absence calendar were circulated.

Minutes of meetings held September 8, and September 22, 2009 were approved without objection.

Treasurer's report:

Ed Tuton made, and Mick Herdrich seconded a motion to accept the check register as circulated.

Treasurer Kirst outlined the onset of the budgeting process, which will include identification of ongoing operating costs versus capital expenditures and needed additions to reserves. The directors were asked to provide estimates for capital items by the first budget committee meeting next week. The board will make a final determination on the budget once input from all sources, including that of the long range planning committee.

Community manager's report:

After perusal of the written report prepared by the community manager, a request by Betty Milligan to provide more hard copies of the newsletter at the mail house and the community center was affirmed by consensus.

Upon inquiry by the legal director, the manager indicated that the management company will refund some \$1,350 in property transfer fees collected during their tenure. Future collection of such fees is suspended pending board action to the contrary.

Director's reports:

Architectural review:

Adam Wimberly moved that duties and responsibilities of the ARC chair and deputy chair, as outlined in ARC minutes dated Oct. 6, 2009, be affirmed by board action.

Karen Milligan seconded, and the motion passed 9-0.

Director's reports (continued):

Adam Wimberly made, and Mick Herdrich seconded a motion that the document room be locked at all times, that requested documents are to be signed out by CAS staff, and that no documents are to be removed from the community center building with the exception of ARC house building plans/site plans/landscaping plans by ARC members. The motion carried 9-0

Architectural review (continued):

The legal director asked that the ARC chair assure that the duties outlined for the ARC deputy chair is properly integrated with chapter eight of the updated rules and regulations.

Wimberly reported that the committee is monitoring construction of four new houses, six swimming pools, and six major improvements of existing properties.

Community activities:

Director Milligan provided a written outline of upcoming events.

Infrastructure:

The Butterfly Court drainage issue may be ameliorated by a new design proposal, but requires a "buy in" by the owners for allocation of the cost.

Other drainage issues have cropped up and are being attended to by committee members. Pond drainage pipes under Longleaf Drive must be replaced shortly to preclude additional undermining of the roadway.

Lake and dam:

Director Herdrich announced the final 'sweep' by the lake patrol to verify proper permitting of boats.

Legal:

Rule 5.6.1 page 25 will be altered, extending RV visitors from 72 to 96 hours.

Kathy Kirst moved that rule 5.6.3 state that "vehicles, while on private property, shall only be parked in driveways or garages, and not elsewhere." John Goodman seconded, and the motion carried 9-0.

The final reading and approval of updated rules and regulations shall take place at the work session Nov. 10, 2009.

Special presentation:

Mr. Jack Wiles of CAS, community manager at Grove Park in Durham, presented information about management of their pool facility, and steps that were taken to control and monitor access to the facility.

Member comments:

Mary Anne Fewkes inquired regarding monitoring of decibel levels of boats on the lake. While rule 7.7.1 contains such limitations, the community has no meter to ascertain noise levels. She stated that a community member known to her has such a device, and she will investigate further.

Executive session:

In a unanimous vote, the meeting entered executive session at 1:00 p.m. upon the motion of Ed Tuton, and a second by John Hoffmann.

Executive session:

The meeting exited executive session at 3:15 p.m.

New business:

Director Kirst exited the meeting after executive session.

Management contract for 2010:

Mick Herdrich moved that the management contract of CAS be extended for a period of two years as recommended by the personnel committee. Ron Shepard seconded, and the motion failed by a vote of 3-5, with directors Milligan, Silberhorn, Hoffmann, Goodman, and Wimberly dissenting.

Ed Silberhorn made, and John Goodman seconded, a motion to renew the management contract with CAS for a period of one year in accordance with terms, conditions, and guidelines provided by the personnel committee and director Herdrich. The guidelines recommended by the committee included a performance based incentive of up to 3% for the community manager, should measurable objectives be met. In addition, an up to 3% increased payment to CAS for payroll with the recommendation of the personnel committee, and ratification by the board. The motion carried by a vote of 7-1 with director Herdrich dissenting.

Boat noise:

At the suggestion of Mary Anne Fewkes, Ed Silberhorn moved that rule 7.3.1 be altered to include a recommended 88 decibel level for boats. John Hoffmann seconded, and the motion carried 8-0. The provision is presently in an informal document passed by a previous board regarding lake matters.

Director reports:

Safety and security:

Director Hoffmann reported that of 26 volunteers for the roving patrol, eight have received training.

An emergency egress plan for the community continues to be formulated.

Lighting and sensor enhancement at Johnson Point is nearing completion.

The use of off-duty deputies has been reduced, but their presence has resulted in a significant reduction in complaints about speeding.

Nominating committee:

Ed Tuton noted that only one candidate for three open board positions has emerged. Numerous suggestions, including reduction in number of directors or shorter terms of office were made.

Executive session:

Without objection, the meeting entered executive session at 3:45 p.m.

Executive session:

Without objection, the meeting exited executive session at 4:28 p.m.

Property acquisition:

John Goodman made, and Ron Shepard seconded a motion that the community pursue the acquisition of property near the east gate, in accordance with a contract offer being prepared by counsel, subject to the property being able to be used for its' intended purpose.

Adjournment:

Without objection, the meeting adjourned at 4:40 p.m.

Submitted by,

Ed Tuton, secretary