

**Seven Lakes West Landowners Association
Board of Directors Work Session
Tuesday, October 10, 2006
West Side Park Community Center**

Call to Order:

President Jim Meikle called the meeting to order at 8:08 a.m. Present: Hugh Beckwith, Mary Anne Fewkes, Michael Finney, Jim Meikle, Betty Milligan, Jo Nicholas, Virgil Reid, Blaine Rowland. Also present: Tony Robertson, Community Manager. Absent: Ray MacKay. A quorum was established.

Secretary's Report:

Secretary Jo Nicholas accepted a motion made by Michael Finney and seconded by Virgil Reid to approve the September 7, 2006 Board of Directors' Work Session. Motion passed. Virgil Reid then moved to accept the minutes from the September 26, 2006 General Meeting with Michael Finney seconding. Motion passed. Correspondences were shared regarding an article in the Pilot, a letter of appreciation and acceptance of resignation of Board Associate, as well as discussing concerns regarding fences. Jo then accepted responses for Board absences for the remainder of October as well as November. It was also noted that due to absences, the **November Board Work Session** is changed from Tuesday, November 14th to **Wednesday, November 8, 2006.**

Treasurer's Report:

Treasurer Virgil Reid then shared information regarding the current check register. A discussion was held regarding expenses that had been incurred by the Association for negligence on behalf of responsible parties. A motion was made by Virgil Reid that Tony Robertson be authorized to bill any expenses of the corporation for any services by the Association as a result of negligence of others. Betty Milligan seconded and motion carried. Another discussion was held in regards to the amount of funds used in the recent shooting incident in the community while assisting the local authorities. The county sheriff's office has been billed. A motion to accept the check detail was made by Michael Finney with Jo Nicholas seconding. Motion passed. Virgil then reviewed the Profit and Loss Budget Performance report which was a preliminary report for the Board. President Meikle then shared information regarding the upcoming Board's Financial Retreat. Charlotte Vetter will review actual results for last year after her review as well as share a presentation on audits versus reviews. The last audit was conducted in 2002. One firm that Virgil had been interviewing stated that he did not see any reason to have an audit. After Virgil receives Charlotte's review, he will then take it and previous years review to two firms. Costs of audits range from \$10,000 to \$15,000. Reviews cost around \$2000. Board members were asked to come prepared with proposed budgets as well as five-year projections of expenses. Kathy Kirst will be attending as the representative from the Long Range Planning Committee.

Discussion Items

Mary Anne Fewkes held a brief discussion in regards to donating the old picnic tables at Johnson's Point to a Moore County non-profit organization. All Board members agreed.

Currently nine new tables are being purchased with three handicapped accessible. The Recreation budget will be used to purchase two tables for the playground area.

Wildlife Resource Commission: Since Board had received information from the Commission, Michael Finney made a motion to go into Executive Session at 8:55 a.m. with Virgil Reid seconding. Board moved into Executive Session to discuss outcomes of WRC information. At 10:07 a.m., the Board resumed regular work session. It was recommended that the information received by the Commission would be shared with the community through The Times newspaper as well as discussion at the General Meeting on Tuesday, October 24th.

Toys for Tots: A request had been presented to the Board to allow a collection site for this program at WSPCC. Board approved WSPCC as a site to use.

Emergency planning and notification: A brief discussion was held in regards to a program called "Reverse 911" for notification to community members regarding any situations that arise in the community. Information will be investigated regarding this program and Tony Robertson will research and share with the Board in November.

Informational Reports:

1. **Community Manager:** Tony Robertson shared items of interest regarding new community developments. The Colton's Corner subdivision (old airport property) has only a few items remaining before being presented to the Association for plat approval and annexation. Tony asked if the Board has set hours for Trick-or-Treating. No, the Board has not. A brief discussion was held in regards to last year with truck loads of children being allowed to enter. Security will be notified to not allow cars full of children come in. Tony then shared that three cars of teenagers were noted at the playground with underage drinking occurring. The sheriff's office was contacted, however, the teens had left. The Compliance Officer hours will be adjusted to work late hours. Two more attempted break-ins occurred over the weekend- PLEASE LOCK ALL CARS! A discussion was held in regards to an email that was sent by Eric Stromberg in regards to fire department entry at gates. A system described by him would cost about \$800. Board suggested to continue as now- run through gates if their beeper doesn't work as gates are less expensive to replace. Tony will respond to Eric.
2. **President:** President Jim Meikle set a meeting time to reconvene and complete the information on the Lake Management Report. The Board will meet on Monday, October 30 at 2:00 p.m. to complete the report. In regards to the new maintenance contract for PSL, the residents are satisfied with the new company. On December 19th, the SLWLA Board has been invited to attend the joint luncheon with the SLLA at the Seven Lakes Country Club. Jim also shared information regarding the Personnel Committee. They recently met and reviewed documents needed for developing a Personnel Manual. A rough draft will be presented to the Personnel Committee in November, then presented to the Board for approval at the December work session. At 10:30 a.m., Virgil Reid made a motion to move into Executive Session with Michael Finney seconding. Motion passed. Board moved to Executive Session to discuss personnel information. Board resumed regular session at 10:36 a.m. Jim then shared information regarding the White Drive drainage situation. A plan has been developed between the developers and landowners association to resolve the issue by the end of the year.
3. **ARC:** Michael Finney shared several items of interest from the ARC committee.

A. Mail Delivery Report: A committee composed of community members as well as Board representatives had met and examined all information in regards to the mail delivery. They found there were discrepancies in cost estimates in regards to mailboxes, building repairs, buildings, responsibilities for maintenance, etc. The committee made recommendations to the Board which follow:

1. “We recommend that the Board should begin a process to pressure the USPS through our political contacts, anywhere we find a willingness to help us be it local, state or federal. We do not see the need to address our efforts further with the USPS as they have told us they will not help us to change our central point delivery method we now have.
2. Simultaneous with applying pressure on the USPS- begin the process of educating the community members as to all of the facts involved which go with the potential of a change in our form of mail delivery. This would include the necessity for a change in our covenants should the USPS agree to an alternate delivery method. We should begin the process to change the covenants so that we (the Board) will be in a position to authorize and direct the acquisition, placement, and control of mail boxes should the need arise.”

A discussion was then held with regards to the charge given to the Committee. The Committee did an excellent fact-finding process thus opening the avenue to conduct another committee to get the task of the above recommendations completed. Pros and cons need to be developed with options, information and recommendations under all options. Mike Finney has been given this task.

B. Michael is looking for new members to join the ARC committee– several community members have been approached. The committee has been requested to as they are working in their assigned areas, record any infractions of the Covenants or Construction Standards. This information will be then be forwarded on to the Chairman or Compliance Officer for follow-up as required.

C. A discussion was held regarding coordinating of issuance of building permits between SLW and the Moore County. In addition, it was recommended by the ARC that Certificates of Occupancy be issued by SLW prior to issuance by the County. A motion was made by Betty Milligan that SLW management work with the county to establish procedures to not issue certificates of occupancy until SLW issues occupancy permit. Virgil Reid seconded, motion passed.

D. . The ARC committee is currently developing minimum contractors’ standards and will create a policy to present to the Board.

E. The ARC is currently reviewing all Covenants and Construction Standards to assure their proper alignment and will report needed changes to the Board for their approval.

F. Discussion was held in regards to perimeter fencing for the outside of the community as to types of fencing, maintenance, plants, etc. Board will further examine at Financial retreat to discuss possible incremental stages of installation.

G. The ARC is currently developing lists of violations of either Covenants or Construction Standards which exist around the community. There are a significant number of violations. Currently no complaints have been received regarding any of these violations. ARC has recommendations which the Board will examine for clarification and what procedure to use. However, effective immediately, **ALL**

RULES AND REGULATIONS AS WELL ARC STANDARDS ARE GOING TO BE FULLY ENFORCED. ANYONE IN VIOLATION WILL BE PROSECUTED.

H. A discussion in regards to residential fences and hedges was tabled until November.

4. **Legal:** Hugh Beckwith moved to have the Board into Executive Session with Michael Finney seconding. Motion passed. Board moved to Executive Session at 2:06 p.m. to discuss legal matters. At 2:40 p.m., Hugh Beckwith moved to return to regular session with Michael Finney seconding, motion passed.

5. **Lake and Environment:** Mary Anne Fewkes shared several items of interest for the Board.

A. The new Johnson's Point Rules sign will be installed this month.

B. There is a new Johnson Point organization:

JP Overseer (Lake Director or Appointee) will frequently monitor general activities and condition of Johnson Point and report concerns and/or problems to the Community Manager; monitor physical conditions of access roads, boat launch, building, fencing, flag pole, grounds, lighting, parking area, picnic area facilities and apprentices, playground security, gates, signing and swimming area, to include raft and its anchoring; where able, make corrections and/or repairs.

Events Coordinator (Patti Cleary) will report any damage or unsatisfactory clean-up caused by parties who reserved the use of Johnson Point or other identified users to the Community Manager. She will also help with a set of rules for reservations.

Dockmasters (Bruce and Sandy Keyser will monitor conditions of boat moorings, report problem vessels (by slip and vessel number) to the Community Manager; monitor physical condition of docks and boats and discuss all improvement needed to Johnson Point with the Board Lake Director during the year and especially review any requirements for the following year at budget time.

C. In regards to the dam, a second survey has been completed with two more to be done this year. Mary Anne is in the process of organizing all Lake and Dam reports and then house them in a file cabinet at the community center. The dam engineer and surveyor will be giving copies of all the raw data which will be kept on file for future needs or state approvals.

6. **Recreation:** Betty Milligan shared several items of interest for the Board.

A. Margaritaville Pool party was a HUGE success. Credit goes to Laura Hamilton, Lori Copper and other members of the Recreation Committee.

B. Shag lessons are continuing on Monday nights.

C. Stamp-In Up Workshop has gone extremely well with participants asking for more.

D. Recreation Committee would like to do a "Trunk or Treat" for children at the WSPCC parking lot on October 31 if enough parents are interested.

E. Halloween Party on October 28 for adults- Glenn Davis as DJ. Tickets are on sale at WSPCC.

F. On Saturday, December 16, at WSPCC, a Christmas activity is planned for children and parents. If enough interested resident, Gingerbread houses will be made.

G. Second annual Christmas Program is on December 3 at 3:00 p.m. at WSPCC. Santa will be there along with other wonderful performers.

H. REMINDER: NO SKATEBOARDING IS ALLOWED ON ANY PLAYGROUND EQUIPMENT

- I. Americans for Fair Tax presentation will be held on October 30 at 7:30p.m. at WSPCC. For more information contact Bob Kieling- 673-5649.

Because of continued concerns with unkept properties in SLW, President Meikle requested that Betty, being Beautification Chair, seek information from another community on how its Board monitors and enforces lawn rules and regulations when violated. More discussion on this at next month's Board meeting will occur.

7. **Security:** Blaine Rowland shared items of interest for the Board.

- A. An agreement has been established with Maximum Security for monthly monitoring of fire/water alarm system at WSPCC.
- B. Blaine shared a proposal to have Maximum Security take over maintenance of existing security equipment at an hourly rate of \$65/hour on site. Blaine also shared a proposal from Maximum Security for \$15, 600 to install five infrared cameras for reading licenses, video recorder, move existing cameras coming and going, two-port router, five camera mounts, 19" monitor for the community security measures. Association will need electrician to check out procedures, help with trenching. This new procedure can be completed within two weeks. Maximum Security will assist in analyzing current system also. Mike Finney made motion to move to authorize expenditure for attaining contract for Maximum Security with monies returned to next year's budget. Betty Milligan seconded and motion passed.
- C. Blaine also shared that the N/S side now has activated their new bar code system. West side residents must enter on the guard room side.

Topics for the General Meeting:

Topics for the October 24th General Meeting were as follows: President- Jim Meikle, Recreation- Betty Milligan; NCWRC- Hugh Beckwith.

Adjournment:

A motion was made by Blaine Rowland to adjourn the meeting with Mary Anne Fewkes seconding. Motion passed. Meeting adjourned at 3:31 p.m.

Respectfully submitted,

Jo Nicholas, Secretary

Summary of Board Actions Taken:

- Approved September 7, 2006 Board Work session minutes. Motion passed.
Approved September 26, 2006 General Meeting minutes. Motion passed.
Approved the current check register. Motion passed.

Authorized Community Manager to bill property owners and contractors for expenses of the Association related to clean up and repair of roads and common areas when source of damage is clearly identifiable. Motion passed.

Approved motion that Seven Lakes West management work with the county to establish procedures to not issue certificates of occupancy until SLW issues its certification. Motion passed.

Approved authorizing expenditure for attaining contract services with Maximum Security. Motion passed.