

This month's minutes also include the minutes of a special Legal work session that was held on the evening of February 6, 2025, and The Executive Work session held on February 20, 2025. The special meeting minutes appear at the end of the regular monthly minutes.

***NOTE* These minutes are posted, but not approved, by the Board of Directors. Approval will be voted on at the next regular board meeting. Until then they are to be considered pending.**

Three Colonies Homeowners Association Board of Directors Meeting

February 25, 2025

Board Members Present:

Nancy Melton, Karen Stein, Tempie Flanders, Amanda Hines, Cindy McCormic, and Jack Smith. Also, Ryan Parker voted in tonight

Brian Gaskell, Walt Mingle and Kitty Petti were not in attendance tonight

Treasurer: Deenie Rafferty

Secretary: Pete Horne

Call to Order / Welcome:

Ms. Melton called the meeting to order at 6:30 PM and welcomed all community members to the meeting.

Tonight, we welcomed two members of the Fayetteville Police Department (FPD) to speak to our members present. The FPD representatives shared the calls for service received for our community this month as well as provided tips for fraud prevention, personal and property safety.

Ms. Melton opened the floor to any community member(s) requesting to speak.

The following concerns were shared by residents:

- Resident thanked the HOA for the thoughtful goody bag she received before the recent ice/bad weather storm. She was very appreciative and enjoyed the food.
- Resident shared information and photo of a resident trespassing and not cleaning up after her pet while walking through the neighborhood. This is not the first incident with this resident.
- Resident asked why we are paying two attorneys
- Resident asked why we are taking money from the reserves. Stated the HOA may go bankrupt.
- Resident stated she was glad the bushes were removed; however, why was this paid from reserves
- Resident thanked the board for all they do
- Resident asked for clarification of 'why only one position open'
- During a recent meeting the board (with the exception of Flanders and Mingle) voted to use \$5,000 for landscaping. Where did this money come from?
- Resident asked if the new website will charge for online payments

- Resident stated she thought the \$150.00 per year for corral use is a good idea; however, she thought the corral was an amenity.
- Resident stated she feels the wording on the ballot is confusing re: Proxy “limited” or “directed” (after consulting with attorney, most of the wording is required, legally)
- Where was the \$16,000.00 fine payment deposited

Ms. Melton opened by telling residents that technical difficulties prevent us from using ‘Zoom’ capabilities for tonight’s meeting. We are trying our best to make this available for HOA meetings going forward.

Ms. McCormic made a motion to accept Mr. Ryan Parker to the HOA Board of Directors. Mr. Smith seconded the motion and the members present approved unanimously.

Ms. Melton thanked Mr. Parker for joining. Ms. Melton asked all board members to introduce themselves and tell a little about themselves for all present to know a little more about the qualifications of the board.

Mr. Parker and his experience will help with moving forward with our roofing needs, bids and assessment plans.

Ms. Melton explained the division of Colony II & III for board assignment purposes.

Ms. Horne reminded all that the dues increased in January (Colony I - \$145.00 monthly, Colony II & III - \$113.00 monthly) We have residents that continue to pay the wrong amount. Additionally, we will likely begin foreclosure on three properties in March. Ms. Melton made a motion to approve the January minutes. Mr. Smith seconded the motion and the board members present approved unanimously.

Ms. Rafferty provided everyone with a copy of the budget spreadsheet and shared a detailed report of the finances – to include account balances. In response to a resident’s concern regarding ‘bankruptcy’ Ms. Rafferty shared that she has 35 years of experience in banking which many of those years she was a compliance officer and was responsible for compliance monitoring. She maintains communication with each board member and monitors every expense to protect our HOA finances. Ms. McCormic made a motion to approve the Treasurers Report. Ms. Flanders seconded the motion and the board members present approved unanimously. Ms. Melton thanked Ms. Rafferty for her extensive work to appropriately distribute 1099’s to all employees.

Ms. Melton shared that we are currently short one security guard due to illness. Other members of the security team are filling in as much as possible. Ms. McCormic will take over the security responsibilities going forward.

Ms. Flanders shared that she is very excited to work with the pool process. She is looking forward to opening in late May.

Mr. Gaskell was unable to attend tonight. He has one playground estimate pending.

Ms. Petti was unable to attend tonight. She had one February clubhouse rental and has one scheduled for both March and April.

Ms. Melton provided the following update on Grounds. As residents have stated the community is in need of updates and not looking as good as it could, the landscaping/grounds team became proactive to community requests. The improvements have started along Lox Dr and the first building on Keg. Ms. Melton explained the process and goals. Dow is next to be addressed when money is available. The money for the improvements did not come from our HOA dues. The money used was approved to come from fines collected.

Ms. McCormic updated Maintenance requests. She currently has four workorders in Townhomes. The steps into the Clubhouse are beginning to show some rotting and will also need to be addressed. The contractor was scheduled to provide estimates; however, members of the team became ill and have them running behind. Mr. Smith will take over the Maintenance duties. Mr. Smith asked all residents to share concerns with the appropriate member of the board; please to not address concerns with our contracted employees.

In response to resident concerns

- Ms. McCormic stated the resident that was trespassing and failed to clean up after her pet, will receive a second letter
- Three board members rotate yearly (individuals not positions)
- The website will charge a fee for online payments

We had a leak in the outside pool shower. Ms. McCormic contacted Blanton's Plumbing. They quickly repaired the leak; however, when the bill was received the cost was very expensive. Ms. McCormic contacted Blanton's to share the concern over cost. Blanton's agreed and did not charge us for the repair.

The new website is scheduled to be completed mid-March.

The violation review committee will meet with all residents that wish to discuss their violation or submit a plan for correction. The committee will be available on Sunday, March 2, 2:00 – 5:00 at the Clubhouse.

On behalf of Mr. Gaskell, Ms. Melton shared that 20 second-notice letters and two first-notice letters were mailed. Five extensions were approved. Thank you to all that have addressed their violations.

Ms. Stein shared that 15 violation letters were mailed. Seven have been corrected. Eight second-notice letters were mailed. Again, thank you to all that addressed the violations.

Ms. McCormic stressed that the violation review session is set up to help homeowners avoid the \$50.00 per week fines. Legally, the HOA could charge \$100.00 per day but currently is trying to hold the fines to \$50.00 per week. This process is to help the community appearance and not to provide a hardship on anyone. Please bring your plan to the committee on March 2nd and let us help you.

Ms. Melton explained that the Corral has no budget and does not generate money. We have recently had two fence repairs due to theft/attempted theft. The storage building needs repair and the wooden fence needs paint. We would also like to place cameras in the corral. The board approved a \$150.00 yearly charge for residents using the corral. This fee is substantially lower than any storage facility in our area. The \$150.00 yearly charge is due by March 15, 2025.

Mr. Parker shared that our roofing is in need of replacement and may become very costly if not addressed in a timely manner.

Ms. Melton explained the attorney process. We have no attorney on a retainer. Attorneys are paid only for work completed. Ward & Smith were hired to review our Bylaws/Declarations/Covenants/Rules and Regulations. This board has been constantly challenged by a resident or residents. The false challenges of wrongdoing have sometimes been slanderous, abusive and threatening. The review became necessary to address these threats.

Ms. Tina Pace is a highly recommended attorney. If approved, we can use her for our liens and foreclosures. Her pricing is competitive and better suits our needs at this time. Mr. Smith made a motion to approve the use of Ms. Pace. Ms. McCormic seconded the motion and the board members present unanimously approved. (Mr. Parker abstained citing lack of background information as a new member)

Mr. Smith clarified for all that he has no relation to or with the Ward & Smith law firm. Additionally, he stated that he understands the slanderous emails are continuing. He has not read these emails and does not intend to.

Ms. Melton explained the 'neighbor-helping-neighbor' idea and funding. \$2,000.00 was set aside for this initiative. The funding came from fines received this year. None of our HOA dues are used for this activity. We wish to help our neighbors that need assistance. Some are basically 'shut-ins', going through illness or have some other need. We have provided these neighbors with small goody bags of snacks or food items. Our neighbors were very appreciative. If anyone needs help, please call a board member and we will do our best to help. If anyone knows of a neighbor that is ill or struggling in some way, please make a board member aware of the hardship.

Ms. Melton shared information regarding a communication policy recommended by an attorney. The communication policy is a professional way to communicate within our community and avoiding the actual or perceptive harassment of any contracted employees. This policy will be emailed to all residents and homeowners.

On behalf of Mr. Gaskell, Ms. Melton shared that the Annual Meeting letter was mailed to all homeowners on February 20, 2025. The annual meeting will be held on March 25, 2025 at 8:00 PM following the monthly HOA meeting.

Mr. Smith made a motion to adjourn. Ms. Flanders seconded the motion and all board members present unanimously approved.

At this time, Ms. Melton opened the floor for any additional concerns from residents:

- Resident stated they appreciated the violation letters
- Resident asked about recent death of family member of resident. Response – Card was mailed.
- Resident asked for clarification on corral issue. Response – Two items will require two spaces rented. These concerns have been addressed with homeowners and will not be allowed.
- Resident asked about the \$16,000.00 received. Response – Ms. Melton explained this was money from one resident fine.

- Resident asked about liens/foreclosures. Response – Ms. Melton explained that the cycle continues to start over habitually with a couple of residents. After the attorney files, money is paid by homeowner, lien is released; however, the process starts over again because once the lien is paid and released, the homeowner stops paying.
- Ms. Melton also stated, again, we have no attorney on retainer. Attorney's are paid for work completed.
- Resident asked for more specifics to be spelled out in violation letters – specifically regarding yard maintenance.

Board reminded everyone they can submit questions to the board, to be answered at the meeting if given enough time to find answers. Email addresses for the board can be found on the Three Colonies website.

Meeting was adjourned at 8:05 PM

Minutes taken by Pete Horne

Please be vigilant and secure your belongings. Never leave your vehicles unlocked.

The board encourages all residents to review the rules and regulations at www.threecolonies.com

Please contact the Architectural Committee before making any changes on the exterior of your home.

We hope all residents are following the Three Colonies Facebook page and checking your email for information regarding the community.

ADDITIONAL DETAILS FOR REFERENCE

JANUARY - Landscape Special Improvements - \$100.00 - Megan Hawk - Pick up bushes from Green Biz Nursey for Colony 1

JANUARY - Repairs Bldg., Equip, Other (New F&F) - \$180 - Megan Hawk - Inv#59 - Remove clubhouse broken/outdated debris

JANUARY - Clubhouse Supplies/Repairs/Maint - \$8.54 - Hobby Lobby - Ribbon for Wreaths for Clubhouse doors

JANUARY - Repairs Bldg., Equip, Other (New F&F) - \$1,032.52 - Best Buy = Board Approved Budgeted items - Television, Roku Stick, Mounting Kit for Clubhouse

JANUARY - Repairs Bldg., Equip, Other (New F&F) - \$542.67 - Lowe's = Board Approved Budgeted items - Ice Machine for Clubhouse

JANUARY - Clubhouse Cleaning (Janitorial Expense) - \$100.00 - Marion Taylor = Clean Clubhouse - Inv #150806

JANUARY - Telephone/Internet - \$81.94 - Metronet = Telephone (2 Ph lines) & Internet

JANUARY - Pool Cleaning/Labor - \$200.00 - Steve Campbell = Winter Pool Care for December 2024

JANUARY - Clubhouse Supplies/Repairs/Maint - \$179.50 - Walmart - Clubhouse supplies (storage bins, shelves) and spigot cover for outside clubhouse

JANUARY - Dues & Subscriptions, Contributions, Website - \$1,900.00 - Minuteman Press = Deposit for Initial Setup for Three Colonies HOA Website

JANUARY - Landscape Improvements - \$125.00 - Dave Marks Irrigation = Annual backflow Inspection required by PWC

JANUARY - Repairs Bldg., Equip, Other (New F&F) - \$856.58 - Staples = 2025 Budgeted item for new Clubhouse Printer and Printer supplies

JANUARY - Landscape Special Improvements - \$815.00 - Megan Hawk = Removed shrubs/bushes, picked up top soil along fence line area in Colony 1

JANUARY - Landscape Special Improvements - \$119.60 - Hillside Landscape Supplies = Topsoil for corner of Fen & Lox Ct and to fill in areas where old shrubs were removed

JANUARY - Office Supplies - \$32.01 - Walmart = Printer Ink

JANUARY - Guardhouse Supplies & Maintenance - \$57.21 - Lowes = Lockbox for keys at Guardhouse

JANUARY - Community Need Fund - \$62.05 - Carlie C's = Purchase plant for illness and loss of Jack Smith's brother

JANUARY - Clubhouse Supplies/Repairs/Maint - \$120.03 - Walmart = Vacuum cleaner for clubhouse, paper towel holder, small trash bags for 2nd floor office

JANUARY - Landscape Maintenance Contract - \$4,900.00 - Megan Hawk = Landscape Services for January 2025

JANUARY - Office Supplies - \$76.99 - BJ's Wholesale = HP Paper Shredder for Clubhouse 2nd floor office

JANUARY - Clubhouse Cleaning (Janitorial Expense) - \$200.00 - Marion Taylor = Clean Clubhouse & Baseboards - Inv #150807

JANUARY - Repairs Bldg., Equip, Other (New F&F) - \$76.99 - BJ's Wholesale Club = HP Shredder for 2nd Floor Clubhouse office

JANUARY - Landscape Special Improvements - \$1,200.00 - Removed numerous bushes and 100 bales of Pine Straw

JANUARY - Security Guard Contract - \$5,902.26 = Parker Security for January 2025 Services

JANUARY - Clubhouse Supplies/Repairs/Maintenance - \$75.00 = City of Fayetteville - Annual Fire Inspection 4600 Lox Drive

JANUARY - Secretary-Recording/HOA/Dues - \$471.00 - Betsy Horne = January-Finance/HOA work & Work Session

JANUARY - Treasurer-Accounting Salaries - \$400.00 - Jeweldine Rafferty = January-Treasurer Work/Paid Bills/Payroll/Annual Taxes

JANUARY - Landscape Special Improvements - \$115.56 - Hillside Landscape = topsoil for common areas where plans were removed

End of regular HOA Meeting =====

Three Colonies Homeowners Association Board of Directors Executive Session - Legal

February 6, 2025

Board Members Present: Nancy Melton, Brian Gaskell, Amanda Hines, Cindy McCormic, Walt Mingle, Kitty Petti, Jack Smith, and Karen Stein

Treasurer: Deenie Rafferty

Secretary: Pete Horne

Call to Order:

Ms. Melton called the legal session to order at 6:30 PM.

Ms. Melton opened the session and thanked all for attending. She introduced Ms. Hines and Ms. Petti and thanked them for agreeing to join the board.

The board began a lengthy discussion regarding duties and possible changes to help reallocate some responsibilities.

The board discussed committees and participation needed by both board members and homeowners.

The board agreed to have a 'Violation Review Committee' meeting to allow any resident receiving violation letter(s) to come before the committee with their plan for correction. The committee will be available at the clubhouse from 2:00 – 5:00 PM on March 2, 2025. The committee consists of board members and homeowners (not members of the board).

The board discussed confidentiality of information shared during work sessions and legal work sessions. All board members agreed to maintain confidentiality and refrain from sharing information provided during these closed sessions.

Ms. Melton thanked Mr. Smith and this board for the work done previously to obtain legal resolve to the many fabricated allegations / threats posed against this board.

The board again had a lengthy discussion regarding legal issues and responses gathered from qualified attorneys specializing in our needs. Ms. Melton shared information she has received from Attorney Tina Pace. Ms. Pace specializes in HOA needs and came very highly recommended by another attorney as well as a HOA management company. Ms. McCormic made a motion to retain Ms. Pace for our lien and foreclosure work as needed. Mr. Smith seconded the motion and the board unanimously approved.

Mr. Gaskell stated that he needs a resident to serve on the Nominating Committee along with himself and Ms. McCormic. Mr. Smith made a motion to accept Christina Horne to the nominating committee. Ms. Flanders seconded the motion and the board approved unanimously.

Ms. Melton adjourned the legal work session at 8:15 PM.

Mr. Gaskell: provided a draft of the nominating committee letter. He asked for board review and input on legal statements. We would like to have a Colony I homeowner to please join the nominating committee.

Meeting was adjourned at 9:00 PM.

End of Executive Legal Meeting =====

Three Colonies Homeowners Association Board of Directors Executive Session

February 20, 2025

Board Members Present: Nancy Melton, Karen Stein, Brian Gaskell, Amanda Hines, Cindy McCormic, Walt Mingle and Jack Smith

Potential to be voted Feb 25 – Ryan Parker

Not in attendance this evening: Tempie Flanders

Treasurer: Deenie Rafferty Secretary: Pete Horne

Call to Order:

Ms. Melton called the executive session to order at 6:30 PM. Ms. Melton opened the session and thanked all for attending. Ms. Melton introduced Mr. Parker and thanked him for volunteering to join the board.

Mr. Parker discussed the replacement of the Colony I roofing, timeline, and bids. More forthcoming but he stressed the need to move rather quickly to allow residents ample time to pay the assessments.

Ms. Melton shared the information/ advisement received from attorney contacted. She also shared the most recent issue with a resident inappropriately addressing an employee of Three Colonies.

Ms. McCormic stated she has 4 open work orders and is hoping to meet with a contractor on Saturday. The contractor recently completed replacement of resident's doors totaling \$360.00. During the landscaping updates on Keg Ct. it was found that a resident's steps are in disrepair. We were unaware of the condition because a work order has not been submitted.

Ms. McCormic has placed her violation letters on google drive and offered to help any other members with including their letter if her help is needed. The Violation review committee will meet on March 2nd, 2:00 – 5:00 PM at the Clubhouse. The board asked Ms. Horne to be present to record the attendance of all residents coming before the committee and to maintain confidentiality of the resident's presentations. Mr. Jeff Jackson and Ms. Kay Parker will represent residents on the committee.

Ms. McCormic turned over the Maintenance information to Mr. Smith. Ms. McCormic will assume the Security responsibilities.

The board did not have any concerns regarding the 'shell' of the new website layout. Ms. McCormic asked for any additions/deletions and thanked those that responded. Ms. McCormic will contact the website designer to move forward to completion.

Ms. McCormic asked if the board would like to offer 'zoom' capability for the next HOA Meeting. All in attendance said 'yes'. The board looks forward to offering this to the community in hopes of increasing 'attendance' for those that may be otherwise unable to attend.

In closing, Ms. McCormic asked for newsletter items to be sent to her as quickly as possible.

Ms. Rafferty and Ms. McCormic updated all on financial status. Ms. Rafferty provided balances of all accounts. Ms. McCormic shared that our Finance committee met and Ms. Dixon will begin research to find better rates regarding our financial accounts.

Ms. Rafferty stated that all 1099's have been mailed. Ms. Rafferty will investigate a qualified person or company to conduct our financial audit/review.

Mr. Mingle opened by thanking all for the thoughtful 'goody bag' delivered to his home for he and his wife. Mr. Mingle will forward the Three Colony emails to the appropriate new member's email address.

Ms. Stein is looking into the fence issue on Bac Ct. She shared information regarding violations letters issued.

Mr. Gaskell shared that he sent 22 'second' letters (violation). 4 issues were closed out and he has 2 additional (1st time) violations.

Mr. Gaskell shared that he received a recommendation for a company to possibly complete our playground build. He was very pleased with the information and pricing.

Ms. Petti shared that she has one (possibly 2) clubhouse rentals in March. She asked for anyone that sees anything she needs to address, please let her know.

Mr. Parker will review our covenants and bylaws to become more familiar. He will help with RFP work for our roofing needs. He will help the community with any contacts he may have to help with our maintenance needs.

Ms. Hines had questions which the board answered for her. She looks forward to working in her area of responsibility.

Mr. Smith recommends that we send a letter to the Gem Court homeowner regarding the ramp leading to her front door. It appears to be rotting and could be dangerous for anyone that may step on it.

Ms. Melton provided a security update and updated all on the landscaping work being completed in the common areas. The landscapers started along Lox Dr. by removing overgrown or dying bushes and replacing them with fresh, low-growing plantings. After Lox they moved to the first building on Keg. Holes had to be filled and dead bushes removed. Again, work was completed with new plantings. The landscapers began work on removing roots that were growing above ground behind this building. This was a difficult task as the roots have been growing without being addressed for many years. Ms. Melton recommends similar work to be done behind the townhomes on Dow as soon as money is available.

Ms. Melton reminded all of the corral pricing beginning March 15, 2025. The cost of each space rented will be \$150.00 per year. The funds from the rentals will be used for corral issues. Currently, the corral does not generate any funds. We need to add security cameras to the corral and do repair work on the storage building.

In closing, Ms. Melton stated the board needs to make a decision regarding the attorney (Ms. Pace) to address our foreclosure needs. The board will need to vote at our next HOA meeting.

Ms. Melton adjourned tonight's meeting at 8:15 PM.

Minutes taken by Pete Horne