

This month's minutes also include the minutes of a special work session that was held on the evening of January 16, 2025. The special meeting minutes appear and 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

January 28, 2025

Board Members Present:

Jack Smith, Nancy Melton, Brian Gaskell, Cindy McCormic, and Walt Mingle. Also, Tempie Flanders voted in tonight

Karen Stein was not in attendance tonight

Treasurer: Deenie Rafferty

Secretary: Pete Horne

Call to Order / Welcome:

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

Tonight, we welcomed 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 personal and property safety. Additionally, they informed us of a new officer to serve our community as our current officer has been reassigned.

Mr. Smith opened the floor to any community member(s) requesting to speak.

The following concerns were shared by residents:

- Resident asked about the roof replacement timeline. Mr. Smith expects approximately 2-3 years.
- Resident stated that violations cannot exceed \$100.00. Resident stated some neighbors did not get a violation letter. Stated her committee approved 'planters' for a resident. Stated that the board can file liens for late assessments. Resident asked about 'where' are common areas in Colony II & III (pool area, clubhouse area, playgrounds, median along Lox, etc). Resident feels only teenagers hang out at the playgrounds and playground equipment is not needed. Money should be spent on the pool. Resident asked if board is dipping into reserve funds. Resident stated 'if a vote is taken and it is unanimous, it cannot be changed later'. Resident stated 'do not get upset when questions are asked'.
- Resident stated she lived here 17 years and only received one violation letter. Stated she fixed that problem. She stated she has now received 4 letters in the last 2 years. She stated these letters cause animosity between the board and residents. She prefers someone to knock on her door. She stated she has a tree in her patio that she did not plant but needs removal. She is done with this board and any activities with this board.

Mr. Smith stated that he is stepping down as president. He remains on the board and committed to the community.

Vice President, Nancy Melton thanked Mr. Smith for his years of service. Under his leadership the board had many accomplishments. 70% of our 5-year strategic plan has been completed. Mr. Smith surveyed the community which provided a great deal of useful information and made the board aware of the community concerns. He has originated correspondence to residents, legal advice, internet services just to name a few. Mr. Smith served with passion and often under very unnecessary adversity.

Ms. McCormic made a motion to accept Ms. Melton as president. The motion was seconded by Mr. Gaskell and approved unanimously by the board members present.

Ms. McCormic made a motion to accept Ms. Flanders (Pool & Tennis Courts) and Ms. Petti (Clubhouse and socials) to the board. Mr. Smith seconded the motion and the board members present approved unanimously.

Ms. Melton made a motion to accept Ms. Stein as vice-president. Ms. McCormic seconded the motion and the board members present approved unanimously.

Ms. Melton provided an update on possible duties and responsibility changes

Melton – President & Grounds

Stein – Vice-president, Colony III (Ms. Melton explained how the Colonies are divided for these purposes)

Gaskell – Colony II, complete the playground installation, nominating committee chair, website backup

Smith – Colony I, Corral and website backup

McCormic – Maintenance, website, newsletter

Flanders – Pool and tennis courts

Petti – Clubhouse and socials

Mingle – Security, parking (Mr. Mingle later stated he did not feel he could do security)

Two vacancies remain.

Mr. Gaskell made a motion to approve the November minutes. Ms. Melton seconded the motion and the board members present approved unanimously.

Ms. Horne reminded all of the increase in HOA dues beginning January 1, 2025. (145.00 monthly for Colony I and 113.00 monthly for Colony II & III). Additionally, we have approximately \$5,245.00 in unpaid dues for 2024. Several of these will soon have legal action taken against them.

Ms. Rafferty distributed budget information to all resident's present. She presented a detailed update on the budget and explained all items needed. Mr. Gaskell made a motion to approve the treasurers report. Ms. Melton seconded the motion and the board members present approved unanimously.

Ms. Melton shared that Colony I parking continues to be an issue with residents parking illegally. We also have one new security staff member. She seems to be working well.

Ms. Melton has no new report on tennis courts. We had two major leaks in the pool. Both have been repaired.

Mr. Gaskell reported that the consensus was reached on the playground equipment. He will investigate the final cost of complete installation, to include the ground cover, and report back to the board for final approval.

Ms. Melton provided an update regarding landscaping improvements that are being completed in commons areas. Large bushes are being removed away from fencing. The estimated cost to replace the fencing is \$50.00 per foot. The bushes have become overgrown and unsightly. We hope the changes will improve the aesthetics of our community. Winter is a good time to do the improvements with the landscapers. Ms. Melton explained that the HOA collected \$16,000.00 in fines from a homeowner. Ms. Melton has requested \$5,000.00 from this \$16,000.00 collected to complete phase I of the landscaping improvements. Ms. McCormic made a motion to allocate \$5000.00 to complete phase I of the landscaping improvements. Ms. Melton seconded the motion. The motion passed by the following vote: In favor – Gaskell, McCormic, Melton and Smith. Against – Flanders and Mingle

Ms. McCormic reported the clubhouse TV has been purchased and mounted. This icemaker for the clubhouse has arrived and waiting to be installed. Both of these were budgeted items.

The exterminator is scheduled for March.

Ms. McCormic donated a desk for the upstairs office. She also placed new books in the mini library outside.

Ms. McCormic shared the upcoming clubhouse rentals. The baseboards in the clubhouse were very dirty, drink spilled on them and generally in need of a cleaning. Ms. Taylor was paid \$100.00 to clean them. They look much better.

Ms. McCormic has been asked about the possibility of Bunco and Bingo nights at the clubhouse. Hopefully, we can get this started soon.

Ms. McCormic stated we have no open workorders for January. She explained the work order process. We have been fortunate to complete the work order quickly.

Of the 47 violation letters sent to Colony I residents, only 15 remain open. Ms. McCormic thanks the homeowners for their response.

The Finance committee is scheduled to meet at 6:00 PM on February 6th.

Ms. Melton again explained that this board is trying to address concerns shared every month at HOA meetings. Unfortunately, homeowners get upset with the board when the violations impact them.

Due to the increased maintenance needs and security concerns in the corral, the board would like to increase the corral fees. Currently, the corral generates no funds for its upkeep. After checking with other rental outlets, the board feels \$150.00 per year, per space is reasonable. Ms. McCormic made a motion to charge \$150.00 per year, per space for all residents using the corral. The charge will begin in

March, 2025. Ms. Melton seconded the motion and all board members present approved unanimously. Letters will be mailed to all residents currently using the corral to notify them of the corral use fee.

We had no report to share tonight from Colony II.

Mr. Mingle had no website update tonight.

Ms. McCormic received a mock up of the new website today. She feels residents will be pleased with the improvements. Online HOA dues payment will be an option with the new website.

The board discussed several committees in hopes that residents may wish to become involved.

Architectural Committee: Ms. Stein (chair), Ms. Howell, Mr. Parker, Ms. Petti

Violation Review Committee: Ms. Melton (chair), Ms. Flanders, Ms. Parker, Mr. Smith (Colony I), Ms. Stein (Colony III), Mr. Gaskell (Colony II)

Nominating Committee: Mr. Gaskell (chair), Ms. McCormic

Please contact a board member if you are willing to serve your community on any of these committees.

Mr. Gaskell provided an update on the nominating committee. He began by thanking Ms. Dunn for her service and help last year. Mr. Gaskell has worked to clean up and streamline the ballot and process. He is requesting a resident to join the committee as we need at minimum one more resident to serve.

The Annual Meeting will be held at 8:00 PM following the regular HOA meeting. As always, we will call for nominations from the floor (if any). Nominations will open on February 1st and close on Feb 10th. (This information has also been emailed to homeowners) The annual letter will be mailed to homeowners by February 23, 2025.

Ms. Vanderveer has agreed to serve on this committee.

Ms. Melton shared that many residents are still requesting 'area/road captains'. If any resident would like to start this program, the board is supportive.

Ms. Melton shared again that we received \$16,000.00 in fines this year. We realize that we have neighbors needing help occasionally. For example, providing a meal when a resident is terribly ill or undergoing medical treatment, yard cleanup for disabled resident, etc... The board would like to set aside \$2,000.00 (from this \$16,000.00 fine collection) to create a 'neighbor helping neighbor' fund. Ms. Melton made a motion to create this fund of \$2,000.00 to be used for this purpose. Mr. Gaskell seconded the motion and the board members present approved unanimously. Ms. Melton encouraged residents to contact a board member if they know of a resident in need.

In reply to a resident question, Ms. Melton stated that our board is looking at legal action when accounts are 120 days past due. Although we do try to use legal action as a last resort and try to work with residents that are behind in payments, occasionally, the board has no other recourse.

Mr. Gaskell made a motion to adjourn tonight's meeting. Ms. Flanders seconded the motion and the board members present approved unanimously.

Ms. Melton again opened the floor to residents with additional comments.

Resident thanked the board for correcting the issue at the home of her neighbor which caused issues in her home. She also saw shingles in her yard. Ms. McCormic will have this checked. This resident also asked the board to consider possible charging stations for residents with electric vehicles.

Resident asked about vehicle decals. Response: we try to update the decals every two years.

Resident asked for the possibility of getting estimates for metal roofing as we begin the process for Colony I.

The meeting ended at 8:21 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

Dec – General Money Market Reserve Acct = \$4986.00 Player McLean, LLP inv#17247 Research and Review of HOA Rules and Regs

Dec – Pool Maintenance Repairs/Supplies = \$2300.00 Leak Locators – found pool leak and repaired bad glue joint on 1 of 5 skimmers

Dec – Security Guards / Contract = \$100.00 Christmas contribution for 2024 from Three Colonies (\$50.00 to each guard)

Dec – Landscaping Improvement = \$100.00 Christmas contribution from Three Colonies

Dec – Landscaping Improvement = \$400.00 Megan Hawk for 100 bales pine straw for Three Colonies grounds

Dec – Insurance Hazard & Liability = \$10,400.00 Hurley Insurance Group- Annual Three Colonies Property Insurance

Dec – Insurance Hazard & Liability = 495.20 US Liability Insurance Co – Three Colonies HOA Liability Insurance Coverage

Dec – Colony I = \$1836.00 John Hyatt

(\$918.00) 4624 Fen Ct removal of shingles, ridge vent, removal and replacement of siding and plywood and repaint siding

(\$918.00) 4620 Dow Ct remove and replace 32" exterior door, paint, haul away trash, materials/labor

Dec – Clubhouse Supplies/Repairs/Maintenance = \$230.00 Gail's Cleaning Service – cleaned clubhouse windows and doors inside and out, 1st floor only

Dec – Landscaping Improvements = \$799.50 Green Biz Nursery and Landscaping – replacement shrubbery for Colony I area

Dec – Colony I = 980.00 John Hyatt:

(\$330.00) 4602 Dow Ct, removed and replaced crawl space door, paint to match

*($\$650.00$) 4618 Dow Ct, removed and replace 52 ft of brick mold, paint to match, replace rear steps, repair mortar in front steps, remove and replace 3 fence boards
ec – Refund = $\$675.95$ Lara Beegle – overpayment of HOA dues 4505 Ewe Ct, Home sold*

End of HOA Board Meeting

Three Colonies Homeowners Association Board of Directors Executive Session

January 16, 2025

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

Not in attendance this evening: Jack Smith

Potential to be voted Jan 28 – Tempie Flanders

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

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

Melton – possible president, grounds, playground and agenda

Stein – possible vice president, Colony III

Gaskell – Colony II, sign at front of neighborhood, trash cans, nominating committee chair and website backup

McCormic – Maintenance, keys, newsletter and website

Smith – special projects, assessments, corral and website backup

Mingle – security, website backup

Flanders (possible) – pool, tennis courts

We have another homeowner interested in joining (Petti) – clubhouse and socials

The board discussed committees:

Architectural committee – Gaskell, Stein, (possible Howell & Parker)

Finance committee – McCormic (chair), Melton, Dixon, Rafferty, Horne

Violation committee needs to be created – Possible Flanders, need residents to volunteer

Ms. McCormic update: Maintenance – Crawlspace door, steps mortar on Dow completed. Clubhouse cleanup and organization done (Thanks to Nancy also), TV and Roku installed – we hope this will allow more residents to tune in to meetings. Ice maker has arrived and will be installed soon.

Mr. Hyatt will provide roofing estimate.

Exterminator will be scheduled for 2 treatments per year.

Possible re-keying of the front door has been put on hold.

Ms. McCormic provided the upcoming clubhouse rental dates.

Website: Ms. McCormic provided an update on the new website progress and asked all board members to submit any suggestions for the website improvement.

Ms. McCormic is sending thank you notes to all of the many residents who have addressed their violations.

Ms. Stein: 9 homeowners have responded to her violation correction plans. Most are painting needs. Ms. Stein will continue to contact those that have not responded.

Ms. Melton: Printer has been purchased for the clubhouse, vacuum cleaner has been purchased for the clubhouse. We still need a shredder for the upstairs office.

Ms. Melton: No security concerns. Illegal parking is a constant problem.

Ms. Melton: We are still waiting on the corral fence repair. Due to the increased maintenance needs and security concerns in the corral, the board would like to increase the corral fees. Currently, the corral generates no funds for its upkeep. After checking with other rental outlets, the board feels \$150.00 per year, per space is reasonable. The board will vote on the price increase at the upcoming meeting.

Mr. Gaskell: \$9000.00 was budgeted for Playground equipment. He has obtained several options to review. He has taken into consideration the installation cost and shipping (if not included). He is also pricing the pad/mulch and will provide a final recommendation very soon.

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.

Ms. Melton: shared updates / improvements to common areas. Specifically, removal of bushes that have become overgrown and growing on fences and roots growing above ground behind some townhomes that have become an issue. Bushes are being replaced with low growing/slow growing plants. As discussed previously, we have collected \$16,000.00 in fines. \$2,000.00 of this will be set aside for the 'neighbor helping neighbor' fund. Ms. Melton is requesting \$5,000.00 of the fine money to help with the common grounds improvement project. The board will vote on this at the next HOA meeting.

Ms. Melton (on behalf of Ms. Rafferty) provided the board members present with a comprehensive, detailed report on the budget.

Ms. Stein (on behalf of Mr. Smith) shared information provided by Ward & Smith (no relation).

Meeting was adjourned at 9:00 PM