

Alyson Pond HOA  
Board of Directors Meeting Minutes  
July 18, 2018  
7:00pm at the Alyson Pond Clubhouse

**Present:** Adam Gartenberg (President), Jenipher Riddle-Wilson (Vice President), Erica Penny (Secretary/Facilities), Matoka Snuggs (Charleston Management), Christopher Lawrence (At-Large), Nathan Scarlett (Secretary/Facilities), Elliot Case (Treasurer)

**Not Present:** Celeste Reinholtz (Social)

**Homeowners:** Four additional homeowners present

- I. The meeting was called to order at 7:00pm by Adam Gartenberg and a quorum was designated by the Board.
- II. Approval of Prior Minutes
  - The minutes of the March 2018 Meeting were approved as submitted. The May 2018 meeting was an Annual Meeting for which the minutes will be approved at the 2019 Annual Meeting.
- III. Homeowner's Forum

The following items were raised as concerns or requests during the homeowner's forum.

  - Some trees along the road/sidewalk need trimming. The board asked for the specific address so we can follow up.
  - The pergola by the pool needs to be painted. Board agreed and asked Matoka to please get a quote.
  - Concerns were raised about a major home renovation that has been going on for a very long time. Discussed adding an entry to the architectural change request for the homeowner to list an expected duration of project or completion date.
  - Concerns were raised about particulate in pool water, possible just needs vacuuming again after recent shock treatment.
  - The plexiglass at the fence corners by the pool pergola needs to be replaced or removed. Matoka will check with city inspections contact to see if there was a reason the plexiglass is there.
  - On the foot bridge by the dam a tread board is rotten and a board on the railing needs replacing. Matoka will have it fixed.
  - One of the hand rails entering the kiddie section of the pool is loose. Matoka is asked to have it repaired.
  - Concern was raised about umbrellas being left open, vulnerable to wind. Nathan to order labels to remind people to put them down when leaving. Discussed ordering new umbrellas to replace missing/broken, but consensus was to table this for now.
- IV. Committee Reports
  - Facilities
    - Caulking around pool needs to be redone or replaced with a plastic strip (suggestion by Erica). Matoka will get quote from pool company.
    - The flowers are looking good at the entrance!
    - Two trees were removed by the HOA that were splitting by patio and pool
    - Landscaper has been contacted again about poison ivy still growing around trees by the dam.
    - New pool furniture delivered and put out. Old furniture sold online. Almost every piece was sold.
  - Architectural
    - Nothing to report
  - Social
    - July 4 Parade was fun!
    - Need to start advance planning for next year of events to get them on the calendar.
- V. Unfinished Business

- Tennis courts and basketball courts have been paved!
- ADA compliant ramp to access playground has just been installed. The board has concerns about implementation, need to follow up with Court One and compare to contract.
- Tennis court door is not installed at correct height to allow it to latch. The board asks Matoka to please get quote to reweld strike plate higher to allow door to be correct height and not scrape ground as it did before.
- Tennis court fence posts need to be painted. Discussed doing it ourselves vs getting quote. Consensus was to get a quote, possibly combining work with pergola.
- Comment from homeowner that city of Raleigh should probably check that new sidewalk to playground is ADA compliant (as it is supposed to be).
- Top of fencing now goes above posts (about 3in) around tennis courts. Matoka will get handyman quote to trim. The board agreed this is a low priority and can wait if needed.
- We need to put up fencing around the basketball court before it is painted. Nathan to put up orange netting barrier from Home Depot
- Matoka is asked to please remind handyman to get bid for fixing leaning columns by pool

## VI. New Business

- Tree trimming around courts is needed, and need to do it before painting of surface. Quotes had been around \$800 to \$1200. Agreed to move forward ASAP with trimming. Motion approved.
- Matoka to ask CourtOne to NOT install backboard until surface is cured and ready for play.
- Concern raised about draining water from playground mulch toward BB court. Adam suggesting organizing DIY installation of French drain. Consensus to table for now.
- Keycards for the pool. Several instances occurring of former residents holding onto keys and continuing to use facilities. Keycard would have advantage that we could deactivate lost cards. Elliot pointed out based on his experience that these systems are a maintenance headache. Discussed using a code that could be changed as needed, communicated via postage, email, or CM website. Frustrating but not urgent problem. Estimates for keycard system were around \$10k. Topic is tabled for now.
- Picnic table by the clubhouse patio needs to be replaced. Nathan to take old one to the dump. Matoka will get quote for replacement. Motion approved to buy new table for max \$800.
- Discussed getting grill for the clubhouse. Discussed maintenance issues. The board decided not to pursue this.
- Concerns raised about smell from mats in bathroom. Also hardware of partitions is rusting. Pool company keeps bathrooms stocked. Cleaning (monthly) service cleans in general but cannot lift mats to mop. Suggestion from Matoka to change from wall to wall to just a path of floor mat to reach each stall and each sink. Will investigate further as a group after the meeting.
- Clubhouse Roof. Insurance claim approved for hail damage. Vendor is StormGuard. Quote is about \$3k more than insurance coverage, plus about \$1600 for bad fascia. Insurance covered \$10853 (with \$1k deduct). StormGurad bid was \$13454 (including fascia replacement). Matoka and Elliot will follow up with StormGuard to make sure they reduce their quote to no more than insurance coverage, otherwise we will get additional quotes for the work.

## VII. Financial Report

- Account balances read. Balances below are for June 2018
  - i. Checking \$24,297
  - ii. Reserve \$123,596
  - iii. A/R \$3,278
- 4 home owners with outstanding balances. 3 in various stages of collection.
- Financial update on tennis court and basketball court project
  - i. Original estimate \$89k
  - ii. Revised estimate Sep 2017 was \$103k

iii. \$115k is final cost. Items contributing to project cost increase:

1. sidewalk addition \$6833
2. discovery of need for additional base for basketball court once old surface was removed
3. drainage installed under and through tennis court

VIII. Adjourn

The meeting was adjourned at 8:31pm.