

## Rockland Creek Homeowners Association

### Executive Committee

August 3, 2017

The Rockland Creek Homeowners Association Executive Committee Quarterly Meeting was held on August 3, 2017 at the home of Gary Bullis. President Bullis called the meeting to order at 7pm. The following members attended: Gary Bullis, president; Glen Elmore, vice president; Jackie Rowe, treasurer; and Charlotte Cochard, secretary. Also attending were Bill Boggs, Chair, Dock Committee; Nancy Kail, Chair, Beautification Committee; Nancy Elmore, lot 146; Debra and Rob Bruning, lot 165; Vicki Colley, lot 31; Sandy Bowser and Joe Buohl, lot 31; Allison Garber, lot 32; Cheryl Carusi, lot 78.

The secretary read the minutes of the January 19, 2017 quarterly meeting. Glen Elmore moved to approve the minutes as read. Gary Bullis seconded. Minutes are approved as read.

Gary Bullis introduced Jackie Rowe and thanked her for accepting the appointment as treasurer following the resignation by Amy Dixon. Charlotte Cochard moved to accept Jackie Rowe for the position of treasurer. Glen Elmore seconded. The motion carried.

#### Officer Reports:

Treasurer – The bank statement and QuickBooks balances agree. As of July 31, 2017, the checking account balance is \$41,339.89. The major expense was for the recent road resurfacing at \$39,000+.

Gary Bullis added that this expense reflects the new approach to road maintenance to resurface periodically and reduce the need for frequent patching.

Jackie Rowe reported the money market account and the checking account earn minimal interest. She will investigate ways to increase the earned interest on these accounts. She has set up an on-line cash management account for our Sun Trust account. She will also look for ways to streamline the accounting and management policies and procedures.

The dues for fiscal year 2018 are due September 1, 2017. The dues letters/invoices are in the process of being sent.

The complete treasurer's report is attached and will be posted on the web site with the meeting minutes.

Jackie Rowe asked about the use and maintenance of the email and lot listings. Jackie moved that the association treasurer pursue policies and procedures for using email communications for routine notifications, i.e. annual meeting and annual dues and that any expense for training required be assumed by the association. Charlotte Cochard seconded. Motion carried.

Vice President – In follow-up to the January meeting, buoys have been repaired and replaced. Thanks to Ben Colley for his work. The property line change in the common area was approved and completed and the rip rap and bulkhead work is completed. Thanks for the Beautification Committee for all their hard work around the development.

Bill Boggs asked if those who fixed the buoys and pot holes were reimbursed for their expense. Glen Elmore replied yes.

Secretary – Charlotte Cochard reported that since the last quarterly meeting, we have had 7 POA packets requested and provided. In relation to POA packets, some real estate agents have inquired as to the availability of digitized packets.

President – Gary Bullis reported on the gates. Fisherman Way gate was run into and repaired very quickly and the expense was paid for by the responsible party. The problems with the gate at Rockland Creek Drive were caused by a power surge. Gary Bullis consulted with several sources to seek a preventative solution to the surge problem. Today, surge protectors and additional fuses were installed on both gates. Fortunately, the warranty covered part of the cost.

Gate security codes – the modem, currently in use, to manage the security codes remotely is no longer compatible with the latest Microsoft update. Jackie Rowe moved that the association cover the cost of evaluation/repair/replacement of the modem at the Bullis computer. Glen Elmore seconded the motion. The motion carried.

#### Committee Reports:

Road Committee – no report. A chairman is needed for the Road Committee.

Construction Coordination Committee – no report received. President Bullis will contact the chair.

Dock Committee – Chairman Bill Boggs asked what is expected of him regarding dock repair. President Bullis replied that the dock committee chair should identify problems and report them to the president and vice president.

Beautification Committee – Chairman Nancy Kail reported that the Beautification Committee has lost members and has not been successful in getting new volunteers. The committee members are not able or willing to continue after June 1, 2018.

Nancy Kail recommended that the association contract for the maintenance of the landscaping at the gates, the common area at the docks, and the Rockland Landing Road/Fisherman Way intersection and get bids for incorporating the expense into the 2019 budget. Nancy Kail agreed that she would be happy to oversee the contract as long as she is able. Discussion followed regarding the current contract for mowing and snow plowing and whether we would be able to incorporate mowing into the landscape maintenance and still ensure appropriate snow removal with proper equipment that doesn't damage the roads.

Old Business: All closed.

#### New Business:

Damaged gates – see president's report.

Modem failure – see president's report.

Roads – The other half of the roads that weren't done last year have been resurfaced/tar and chip.

#### Open Forum:

Glen Elmore reported that the previous solution for the sidewalks at the boat docks was not successful for a number of reasons. He moved to install concrete sidewalks to the docks and that the non-lakeside residents pay a one-time \$25 fee(assessment) to get this accomplished. We have an estimate for under \$2500.

We do have people who want to buy the mats to help recoup some of the expense of the rubber mat solution.

An assessment is treated the same as annual dues. It will be a line item on this year's annual dues invoice. Delinquent and unpaid accounts will be referred to the attorney and a lien placed against the property.

Jackie Rowe seconded the motion. The motion carried.

President Bullis suggested that the association not wait until all of the assessed fee money is collected before proceeding with the work as a gesture to the members.

Debra Bruning asked if there is enough money in the dock maintenance account to do the work now, why is an assessment necessary. President Bullis explained that the installation of sidewalks is considered a capital improvement and funds collected for dock maintenance cannot be used for a capital improvement. The payment for the work will be treated as loan from the maintenance account to be replaced with the proceeds from the assessments.

Glen Elmore brought up the continuing problem of vehicles parked in front of or in the vicinity of lot 117 along Piney Forest Drive. Glen has been taking photos of the location on different days of the week and at different times of day. His conclusion is that the vehicles belong to approximately 20 employees of a business being run from the residence. It is not only an eye-sore and nuisance, but a safety hazard. Gary Bullis proposed the executive committee review the declarations and by-laws and then consult with the attorney regarding our options. Documentation of the situation will be important.

Allison Garber asked about the progress of the review of the revised by-laws (For clarification, the proposed changes are to the declarations, aka covenants). Gary Bullis explained that each section has to be passed by a 2/3 vote. Allison stated that the proposed changes were submitted months ago and nothing has come of it. Debra Bruning suggested that the proposed changes be sent to each member with the notice of annual meeting. Glen Elmore will look into how to present the proposed changes.

There being no further business, Glen Elmore moved to adjourn. Charlotte Cochard seconded the motion. The meeting was adjourned at 8:16pm.

Respectfully submitted,

Charlotte Cochard, Secretary

Attachment: a/s