

## **ANNUAL and BOARD MEETING MINUTES**

Monday, September 29, 2014

5:30PM Annual Meeting

5:45 Board Meeting

River Hall at River Inn

### Attendees:

President/Board - Craig Cardwell, Immediate Past President; Jan Bouten, Association President; Cristina Guibao, Board Chair; Megan Dress, Board Secretary; Bill Graves, Craig Beard, Nicole Storey, Karl Friedrich

Homeowners (those who signed in) – Tony Bologna, John & Elaine Cathcart, Ted & Pam Mackey, Valerie Peavy, Jeff Harrison, Christy Shields, Ray & Brooke Helsley, Regena Bearden, Shirley Woodard, Maggie & Bobby Hollabaugh, George Clarke, Irfan Ali, Brent Michael, Myron & Mary Lowery, Christy Riggs, Susie Graves, Elise & Hunter Fleming, Margaret Cardwell, Cathy Smith, Carolyn Springfield-Harvey, Larry Hardy, Barbara Bradley, Kenneth & Marilyn Robinson, Jodi Rump, Susan & Tom Skrmetti, Karen and Tim Soro

Annual Meeting – Craig Cardwell reviewed his print out; a summary of the state of the community.

### Board Meeting –

Cristina - Meeting Called to Order at 5:45.

Approval of the August 18, 2014 Meeting Minutes – Megan motioned to approve as written, Nicole seconded and motion carried unanimously.

Homeowners Questions & Comments – Dennis Abernathy asked the Board to expedite the repair of the Wolf River Harbor side erosion.

Regena Bearden asked about the responsibilities of the Block Captains and the best way that they should be utilized.

Maggie Hollabaugh – what's the difference in NextDoor and Building Link?

### Reports

- Commercial District – Karl working on commercial sign with Henry Turley Company. Elizabeth is having Harbor Town Square Zelcovia trees trimmed when the weather cools.
- Arbors Apartments – Nicole - Voted Memphis Most Best Apartment Community
- Finance Committee – Valerie - reviewed Sept. financials.
- 25th Anniversary Committee – Megan – time capsule ceremony on 10/26 at 3:00 PM, be sure to get your copy of September issue of Memphis Magazine
- Mud Island Consortium – Craig Beard – recent meetings with Mud Island Consortium and police. Discussion of crime ensued. Per MPD, stow it don't show it, lock your cars, report incidents to police.

### Committee Appointments

- Finance Committee – Phil Gray
- Town Code Advisory Committee – Jerry Schwartz
- Town Architect – Tony Bologna
- Landscape – still working
- Special Events – Nicole volunteered
- 25<sup>th</sup> Anniversary – Megan
- Mud Island Consortium – Craig Beard

#### Management Company Report & Action Point Review

- Building Link update – going live Wednesday, October 1
- Incentive Compensation – Jason to review most recent copy with Board notes
- Board Training – Jason obtained price of \$2,000 plus travel. Board instructed Jason to proceed.

#### Old business

- 2014 Project Status
  - Erosion Wolf River Bank – time is of the essence; Management has clarified to A2H this must be number one priority
  - Harbor Village Entrance Drainage – The engineer's oversight fees are estimated not to exceed \$7,500. Megan made a motion to commence construction at third entrance roundabout (Harbor Village Circle) not to exceed \$50,000 according to specs outlined in the proposal from B&C Contractors and engineer's oversight fees, but not to include expenses so far. Karl seconded the motion; motion passed 6-0.
  - Ponds – Obtaining bids from other companies; Willow Pond chosen as first pond to address.
  - Painting of green elements – painters have checklist; Management checking daily.
- Special Assessment – will pay for harbor erosion and pond expenses out of reserves then assess
- Security
  - Meeting with MPD report – reported under Reports
  - Car decals – Megan made a motion to order the decals without numbers, the decals would be completely voluntary and to be used for identification purposes only. Craig seconded motion; motion carried 6-0. Repeat – decals have no numbers, voluntary, and to be used for identification purposes ONLY; Elizabeth to get proof with yellow and forward to Board.
- Events
  - Art installation – Sculpture being painted; to be installed Tuesday or Wednesday.
  - Time capsule – covered in Reports
  - Dog Show – Pam Mackey – Need volunteers, Pam will communicate to Elizabeth specific needs to send a request to Harbor Town and Mud Island. Need to get liquor liability insurance policy rider; Megan offered to pay out of 25<sup>th</sup> Anniversary budget. Also need TN Alcoholic Beverage Commission permit.
  - Halloween – 5:00 – 7:00 PM. Courtesy officers scheduled for 3:30, bike patrols, MPD, posted times at entrances.

- Archery allowance – no laws exist about archery within Memphis city limits on personal property. Mgmt will research other municipalities' laws for verbiage for Board to review. In meantime, Management will send owner notice of prohibition of noxious or offensive activity on personal property.

#### New Business

- Pugh's landscaping contract – Management to coordinate proposals with Emily; creating metrics for Management to address deficiencies.
- Resident Survey - discussion & scope – Sample survey reviewed. Post in DropBox to make edits
- 2015 Budget status & discussion – Jan reviewed. Overall 4.5 – 5% increase.
- Reserve Study – Bill made a motion to engage Reserve Advisors to perform a Reserve Study Update at a cost of \$5,950.00. Craig seconded, motion carried 6-0.
- Resolutions Changes Approval – Megan made a motion to accept the recommended changes on the Resolutions. Karl seconded, motion carried 6-0.

Calendar Review – no changes

Management left and Executive Session began at 8:55 PM.

Adjourn