

**Harbor Town Community Association  
Board of Trustees Meeting – November 18, 2019**

Location: River Hall – 726 Island Drive, Memphis TN 38103

Association President: Debby Allen

Board Members Present: Jane Pirani, Bill Graves, Amanda Hall, Renee Trammell, Pete Evans, Rhonda Brown, Ann Sparks

Representing Management: Elaine Aeschliman, Anthony Bologna

Chairman of the Board Janie Pirani called the meeting to order at 6:00 PM.

Jay Earheart-Brown, Professional – Parliamentarian with Natl association of parliamentarian

**Approval of October Board Meeting Minutes**

The October meeting minutes were posted on Trello (Internet based collaboration tool) for the Board to review. Bill Graves made a motion to approve the minutes. Rhonda Brown seconded the motion and the motion passed.

Ann Sparks abstained from voting on the minutes.

**Homeowners Questions and Comments**

Mallard Pond Soil & water testing; the need to take this pond back to its natural state, and removal of the dirt around the pond. NE property without a survey and trees cut. The power of the President- to appoint members of special committees.

Chairman of the Board: Jane Pirani spoke on all homeowners' questions

**Adoption of the Agenda**

According to Roberts Rules of Order, Jane Pirani asked for a motion from the Board to adopt the agenda as presented. All were in favor.

Move contracts expiring to end of meeting.

Motion and seconded. Passed.

**Reports**

**Commercial District:**

Pete Evans- Paving done and one pothole left to be completed.

**Arbors Apartments:**

Rhonda Brown -No report.

**Landscape Committee:**

Susie Graves

- Removal of dirt at Mallard Pond Concerns with the round- about
- Skyline to start lights in the park. Christmas decorations almost completed.

A motion was made by Pete Evans to have the dirt pile removed by Mr. Blanton, not to exceed the cost of \$500. Amanda Hall seconded the motion, and all was in favor.

**Town Code Advisory:**

Elise equity resolution seven

**Finance:**

Laura Lothrop- not present

Chairperson – Jane Pirani, advised the President- Debby Allen that someone must be appointed to report in her absence.

**Management Company:**

Anthony Bologna reported the following:

- Inspections – Jane asked, when will they be done and in a report? Anthony replied -By the end of this week.
- Mallard Pond – original civil engineer (Lee Davidson) sent proposal and wants to reserve his comments after the geotechnical engineer report comes in. PSI will do this and the water testing. Jane asked when will we know and Anthony responded, It will take a week to get the report.

Bill spoke on the following: original contract and then a red-lined contract.

- Village Park – ramp stabilization – scope of work & spec sheet from structural engineers
- Security issues discussed
- Halloween recommended cutting back some of the guards after 8:00 pm
- Settlers Point gazebo – contractor wants to get started – repair of rotten wood and complete repaint. Should be able to do the project within a week. Needs to be done before Christmas decorations are installed.
- Winterization of irrigation system
- Directory update underway – should be sent separate from weekly update include election committee information in communication
- Portal for the residents

There are 3 design reviews need Board approval. These have all been posted on Trello

Renee made a motion to approve all 3 requests reviewed and approved by town architect. Pete seconded the motion and the motion passed.

Pandit reimbursement –spent \$200 to remove the knots and wants to be reimbursed.

Amanda made a motion to decline Pandit's request for reimbursement. Bill seconded the motion and the motion passed.

MMS mentioned about giving a donation of \$100 to use the school for use of their facility. Cary & Debby Allen will pay the donation to MMS.

**OLD BUSINESS**

**2020 Budget**

Debby said that the budget needs further discussion. The budget is put on hold until the finance committee has a chance to review. Debby said, that she will check with Laura Lothrop to see if she has the budget.

Renee suggested the Board meet with finance committee to discuss and approve the budget. Debby will coordinate with the Board for this meeting.

**Contracts Expiring 2019 (5)**

**Northeast Property Line:**

Jane says, she has been notified by our attorney HV is willing to meet.

**Equity Resolution Seven:**

Comments from homeowners over the 30-day time allowed for feedback:  
Board reps should meet new homeowners when they move in. Point out information from resolutions. Contact board rep when there's a new homeowner.

**NEW BUSINESS**

**2019 Project Review:**

Bench Restoration

Bollard Repair

Village Park Ramp Repair

Settlers' Point Gazebo Repair

Mallard Pond

Has Board hired civil engineer with aquatic – not yet - talking to Lee Davidson

**Approval of Committee Chair Appointments**

**Landscape – no changes**

**Town Code Advisory – Alise Fleming, Don Ray & Gordon Stewart**

**Finance – Laura Lothrop, Phil Pirani, Leo Arnoult,**

**Christmas Committee –**

**-Propose and suggest block captains – ask Jerry Schwartz to be block captain coordinator – 3 in each district. District rep should attend the meetings.**

**Need a security and safety committee – 1 rep from each district to work on safety and security.**

**Motion by Renee, seconded by Ann to accept the committees. Rhonda and Bill opposed.**

**Motion by Rhonda to go into executive session. Seconded by Renee. Passed.**

**There being no further business, the meeting adjourned at 8:07 PM.**

Submitted by,

**Rhonda Brown, Secretary**