

The Village at Bentley Park Homeowners Association

HOA Board Meeting Minutes January 23, 2024

Meeting Location	Ameri-Tech Community Management Office
Board Member Attendees	Yvonne Gopsill, Pat Riccio, Tom Mattingly, Angelo Gonzalez (via telephone or Zoom), Pam Easton (at Ameri-Tech)
Board Member Absentees	None
Management Representative	Jenny Kidd, Ameri-Tech
Meeting - Called to Order/Adjourned	6:05 PM / 7:12 PM
Minutes Prepared By	Pam Easton
Next Meeting	March 26, 2024 06:00 PM

- **CALL TO ORDER** – The meeting was called to order by Yvonne Gopsill at 6:05 PM.
- **PROOF OF NOTICE OF THE MEETING** – The Agenda was posted on the property and an email was also sent out yesterday, 1/22/24.
- **QUORUM** – Five Board Members are present. For the record the Board Members are Yvonne Gopsill, Tom Mattingly, Pat Riccio, Angelo Gonzalez and Pam Easton.
- **LAST MEETING MINUTES** – Pat Riccio made a **MOTION** to approve and waive the reading of the October 2023 board meeting minutes. Yvonne seconded. All were in favor. The approval of minutes from the Annual & Budget meeting held in November 2023 will be made at the next Annual & Budget meeting.
- **TREASURER’S REPORT** – The Year-End Financials have been emailed. The operating account has \$61,804.21. The reserve account has \$64,927.49 which is up, in part, to Interest collected in the amount of \$1,740.45.
- **MANAGEMENT REPORT** – Reviewed the delinquencies and activities for the month. Received a lease for 2355 Bentley Drive and forwarded it to the Board.
- **PRESIDENT’S REPORT**
 - a. The Board has voted on approval to move a home into foreclosure and the attorney has been notified.
 - b. All cars will need to be moved when Sidewalk repair begins in designated areas.
 - c. In the future, a notice will need to go out that cars/vehicles cannot obstruct sidewalks as it is a hazard.
 - d. Outside electrical outlets will need to be identified for sidewalk grinding machine.
 - e. Received request to notify homeowner regarding hockey net. Jenny to send a letter to the homeowner to place it at the back of the unit when not in use and where it can not be seen.
 - f. Program conducted by the Sheriffs Office will be to go around checking car doors to make sure they are locked.
 - g. Jenny to send an email to congratulate the winners of the Holiday Light Contest in December.
 - h. Duke Energy to be notified again regarding street lights as it is very dark on Alderman Road.

- i. The wall was taken down due to being out of budget and beyond repair. Reviewing cost effective replacement alternative.
- j. The Roofing Specifications document to be updated on the website with the new GAF changes.
- k. Architectural Request form to be updated to include the requestors color of their unit.
- l. Contractors have come on the grounds and sprayed paint and placed flags without our knowledge. Please ask questions of contractors and let Jenny or Yvonne know for follow up.
- m. A Town Hall is anticipated for February to discuss the Insurance Renewal. More information to follow.

➤ COMMITTEE REPORTS

Architectural Request

- a. 2350 Bentley Drive – Request for new roof. Awaiting Contractor License and Insurance details prior to approval
- b. 2660, 2664, and 2668 Bentley Drive – Request for a new roof on all three units. Each unit must have its own separate Architectural Request and signature. Multiple units owned by the same homeowner needs to have an Architectural Request under each address.
- c. 2362 Bentley Drive – Request for screening and tile on the patio. Currently under review.
- d. 2720 Bentley Drive – Installation of grilling station. More details to be gathered.
- e. 2664 Bentley Drive – Installation of windows and doors. Jenny to clarify that this request does not also encompass the 2660 and 2668 addresses. If it is for 2664 only, then the request is approved and the color can be white.
- f. 2684 Bentley Drive – Request to paint trim white. Previously approved.
- g. 2373 Bentley Drive – Installation of windows. Status to be determined by Jenny.
- h. 2498 Bentley Drive – Installation of hardie board. Approved by Yvonne with the correct painted color.
- n. Compliance
 - a. Nothing to report at this time.

➤ UNFINISHED BUSINESS

- a. Lighting at 2700 – Needs to be taken out **immediately**. The Insurance Agent for the HOA asked for status regarding the removal of light posts that are on the common area. The HOA Insurance Agent previously said that it had to be done immediately and it has already been two months since. The HOA is liable right now and if someone got hurt or anything happens, the HOA owns that liability and that is not a liability that we should own. It has to be made clear that no homeowner is permitted to install anything, including lighting, on common areas as this would be a clear violation. Jenny needs to contact the Attorney to handle it but the light posts need to come out **immediately** as per the HOA Insurance Agent and the Attorney. Jenny to provide follow-up status since a plan with the attorney was put into place prior to the holidays.
- b. Sod – On Hold until water restrictions are lifted.
- c. Texting Capability – It can be done. Jenny will follow up and resend details.
- d. Audit Proposal – Jenny has one other company and will follow up on that proposal.

➤ **NEW BUSINESS**

- a. Trash Removal Contract – Solar was lowest bid. Yvonne will sign and forward.
- b. Proposed document amendments – currently gathering information for further discussion at the Town Hall.
- c. Towing – Jenny will research if there is a local company that is timelier. List has been updated to include Board members.
- d. Tree Proposals – three proposals were received from Warner, Just Do It and Proper Cut. Pat made a MOTION to approve the contract with Warner. Yvonne seconded, all were in favor. (work will begin on the West side).
- e. Sidewalk Repair – three proposals were received and the Board voted and approved on the Lee Huelle proposal. Need to agree on start date after identifying where electrical outlets are (work will begin on the East side). The proposal deposit will be sent by Jenny to the vendor.
- f. Drywall Repair at 2427 – Jenny will forward 3 Proposals for Board review.

➤ **OPEN FORUM**

- a. There was a question regarding making modifications to the front lawn – It was advised that the homeowner should obtain a survey to determine their property line and then submit an Architectural request on the website for necessary approval.

➤ **ADJOURNMENT**

Pat Riccio made Motion to adjourn the meeting at 7:12 PM. All in Favor.