

River Bluff HOA Annual Meeting Minutes

October 28, 2024 at Rhodestown VFD

- At 6:06 p.m., Jake Donnenwirth explained quorum - enough members, in person or represented by written proxy, to represent 51% of the total authorized votes of all members
- Meeting called to order at 6:08 p.m. by Bob Westlake to establish quorum. Quorum not met; Jake Donnenwirth made motion to adjourn; Chino Levia 2nd motion; meeting adjourned at 6:08 p.m.
- Meeting called to order at 6:09 p.m. Quorum not met; Kyle Boggs made motion to adjourn; Stacy Rosales 2nd motion; meeting adjourned at 6:09 p.m.
- Meeting called to order at 6:10 p.m. Quorum not met; Kyle Boggs made motion to adjourn; Bob Larimore 2nd motion; meeting adjourned at 6:10 p.m.
- Meeting called to order at 6:11 p.m. after quorum established
- Officers present: Bob Westlake (P), Kale Donnenwirth (VP), Kyle Boggs (T), Carrol Larimore (S), Stacy Rosales (Member at Large), and Chasidy Abadia (AG). Introductions made along with position held. Chasidy explained the support Advantage Gold (AG) provides for the HOA. Chasidy provided her business card and said that homeowners could reach out with any concerns
- Jake Donnenwirth asked everyone present to act like an adult, treat others with respect, and remember everyone has his/her own opinion, but to hear other's out
 - Heather Rossiter expressed concerns that a Facebook post had been deleted. Jake Donnenwirth explained that the HOA Facebook page was a community page and not for official business. Jake stressed that official business should be sent to the HOA or AG email, and that the Board would not respond to official business on Facebook. Stacy Rosales explained the behavioral rules of the HOA Facebook page that people agreed to follow when joining. Stacy Rosales is going to pin the rules to the HOA page so they can be easily viewed and abided by
- 2024 Treasurer's Report presented by Chasidy Abadia. Prior to reviewing figures, Chasidy clarified the reports ran from January 1, 2024 to September 30, 2024, since the calendar year was ongoing
 - Reviewed the Profit and Loss Statement and Balance Sheet
 - Concerns brought up regarding the \$7,342.89 landscaping expense. The fee covered renovations for the front entrance landscaping since members at previous annual meetings were displeased with the unsightly overgrown bushes. Carrol Larimore explained that the holly bushes were so overgrown that they could not be cut back to a manageable size without severe damage to the shrubs. Estimates were obtained and the Board voted to use Grants Creek Nursery (GCN) for the renovation. Plants native to

North Carolina were used to withstand the weather. When removing foliage, the brick wall's integrity and electrical lines were a consideration. The landscaping renovation cost is not a yearly fee, but instead a fee incurred every 12-15 years depending on growth and plant life.

- 2025 Budget Review – Chasidy Abadia explained how to read the 2025 Proposed Budget and that it would be adjusted according to actual expenses.
 - Described that money is spent on attorney fees, electricity, landscaping, management fees, maintenance, postage and mailing
 - Explained Capital Improvement Funds and that money leftover at the end of the year is placed in the Capital Improvement Fund
 - Stacy Rosales made motion to pass the proposed budget; Tim Chadwick 2nd motion; budget ratified
- Review/approve 2023 Annual Meeting Minutes - Jake Donnenwirth read to 2023 Annual Meeting Minutes
 - Bob Larimore made motion to approve the minutes; Jake Donnenwirth 2nd motion; minutes approved
- Election of Board of Directors:
 - Open positions
 - President: Jake Donnenwirth and Dale Rossiter running for position
 - Vice president: Katherine Montanez and Bob Westlake running for position
 - Treasurer: Stacy Rosales and Michael Kent running for position
 - Member at large: Hannah Boggs and Lynnette Vance running for position
 - Ballots passed out – clarification of one vote per home
 - Each candidate given opportunity to introduce him/herself
 - Ballots collected and 3 non-board members asked to count ballots with Chasidy Abadia overseeing counting
 - New officers:
 - President: Jake Donnenwirth
 - Vice president: Bob Westlake
 - Treasurer: Stacy Rosales
 - Member at large: Lynnette Vance
- Announcements:
 - Restrictive Covenants (RC):
 - Jake Donnenwirth described procedures for changing the (RC)
 - Jake clarified that in 2020, a Reserve Study was conducted which specified the amount of money that should be held in reserve to pay for costly required repairs. For example, when the front fence was damaged/blown down during Hurricane Florence or if the shared septic system requires repair.
 - The Capital Improvement Fund is where money is kept for emergencies. All excess money at the end of the year is rolled into this account.

- The time period for changing RC is twelve months from the start of the process. To change the RC, 61% of homeowners must submit their vote in writing.
 - Bob Larimore explained that it took almost twelve months to get 61% of homeowners to return votes to have the annual assessment lowered from \$250 to \$225. Saving money should have been something all homeowners wanted and acted quickly to change
- Expenditure of funds:
 - Carrol Larimore explained that none of the Board members have access to the HOA checkbook, instead AG controls the checkbook. The Board notifies AG when a vendor/repairman is hired and what work was contracted. When the work is complete, the vendor/repairman submits an invoice to AG for payment. Carrol also suggested that all members read the RC and Bylaws to familiarize themselves with the rules that govern the Board and homeowners. This would answer a lot of questions members often ask.
- Shared septic system:
 - Thirteen homeowners have a shared septic system that drains into leach fields between Cypress Manor and South Bluff. Bob Larimore explained that money in the reserve funds would be used to repair the roads if the septic systems failed and pipes had to be dug up and replaced. The builder used sewage pipes that were up to code, but if the pipes running under the roads ever require replacement, it is not DOT's responsibility to pay for the road repair.
 - Michale Kent suggested putting in "cleanouts" if the pipes ever have to be replaced/repared
- General concerns/clarification:
 - HOA is responsible for maintenance and upkeep of property
 - There are no plans for another entrance to the subdivision regardless of the number of homes added to the neighborhood
 - The HOA only has liability insurance
 - Playground – the HOA does not own property to build a playground and one cannot be built on the shared leach fields. Bob Larimore suggested asking the builder to put in a playground if/when the land behind Cypress Manor Court is developed
- Open forum
 - Nadji Hariri asked what the guidelines were for mailboxes since hers needed replaced. Jake Donnenwirth explained that at the 2020 Annual Meeting members voted that all mailboxes in the subdivision would be the same color. Posts would be white (no material specified) and mailboxes would be hunter green.
 - Bob Larimore posted the North Carolina General Statue 47F (law governing homeowner associations) on the HOA Facebook page to assist homeowners
 - Hannah Boggs wants more communication from the Board. Jake Donnenwirth will create a quarterly newsletter and have it mailed to homeowners and renters
- Adjourn meeting – Stacy Rosales made motion to adjourn meeting; Bob Larimore 2nd; meeting adjourned at 7:47 p.m.