



February 2015
Minutes of Board of Directors Meeting
Taberna Master Homeowners Association, Inc.
March 3, 2015

Board Members Attending

Craig Baader	President
Jean Hanson	Vice President
Billy Gent	Treasurer
Bryan Scoggins	Asst Treasurer
Katie Shorter	Secretary
Lora Starr	Asst Secretary
Joe Kelly	Member at Large

Committee Members Attending

Joe Kelly, B & G Chairman
Dick Turner, Architecture Chairman

Absent

Michelle Massarelli, CAS

Guests

None

Call to Order

The meeting was called to order at 3:07 pm by Craig Baader, President.

Establish Quorum

Katie Shorter determined that a quorum was present.

Minutes Review/Approval

The January 2015 minutes were reviewed and approved.

Vice President's Report

Jean Hanson reports that she had nothing to add this month.

Treasurer's End Report

- Billy reported that all of the accounts are in order. We have sufficient working capital in our main fund. About 85% of the dues for 2015 have been collected. We have a list of dues delinquencies, which we expect will shorten as the end of March approaches.
- We have a list of delinquencies over \$1000. Billy and Craig will review those today to start determining course of action on each one.

- There is a lapse in invoice receipts versus payment schedules, presumably due to some delays with the recent weather and the changeover of the operating system at CAS.
- Reserves at year end are \$50,363.68; another \$8,000 has been budgeted this year.
- Craig provided an update regarding One Taberna Way. The funds recovered against the delinquent account did not cover the first quarter for the sub-association. Their HOA does not have the flexibility to absorb much more, especially chasing non-recoverable funds. Bonnie (our Credit Attorney) is now clear that she does not file a lien unless Taberna's HOA Board directs it.

Architectural Control Committee Report

Dick Turner reports there has been no activity for the past two months. The new construction on Taberna Circle is due to commence; compliance checks have been submitted. Checks were given to Billy Gent (one for CAS and one for the mailbox). Scheper's compliance check needs to be returned from CAS now that house is complete.

There should be a letter in Lot 7's file regarding this.

Building and Grounds Committee

- Dumpster is still broken (outside of Todd Denson Park). Joe will address but is wondering if that dumpster is included in the service we are currently billed for.
- All of the water meters, except account #529149430 have been shut off; there should be no payment due except for the nominal infrastructure charge of \$57.50 mo.
- Is there money for One Taberna Way pine straw and extra lawn feeding? The answer is yes, there is enough money budgeted for the OTW \$3,500 application of pine straw, so Joe can go ahead and schedule the pine straw. The lawn feeding Poa annua (\$400) will be addressed in President's report.
- A request was submitted by a resident to remove a tree, located on a HOA no-maintenance common area, which was damaged during the recent storm. The resident voiced a concern that this tree is hanging over a deck and therefore would be a danger to anyone using the deck. When the B&G committee visited the site, the deck is actually standing on HOA common grounds and is not on anyone's lot. There is no application on file for any such structure to be built. Therefore, the deck needs to be removed (at the cost of the homeowner who installed it) by a qualified and insured contractor. The tree(s) of concern will then be removed/cut back to ensure safety.
- A motion was unanimously passed that the individual(s) responsible for installing the decking have the structure removed by a contractor. Craig will send a letter to the sub-

association lead to inform them of the decision and board direction. We will then follow up and address the tree issue.

- 117 Mellen Road resident has drainage issues and wants to know who to contact.

Finance Report

- Bryan Scoggins has not yet met with Bill (Treasurer).

Manager's Report

- **One Taberna Way:**

We had sent them a certified letter. They responded by remitting \$1000. Then they paid \$300. They need to now pay their first quarter of OTW dues (\$500) immediately (NLT 3/13).

We then are requesting checks by the 20th of each succeeding month until the past due and current amounts are brought up to date.

The letter states that if any of the payments are not received by the 20th of the month, we will pursue the foreclosure process.

- Stover property: Their Hearing request was denied. We provided an adjudicatory hearing for which they did not show or respond. They have received certified correspondences to which they did not respond. We have exhausted the process, we already reduced their payment from \$1575 to \$525. We sent them a letter indicating if they do not remit this payment, we will follow the normal A/R process and a lien will be placed against the house for the full amount plus any additional late fees accrued.
- Change in account resolution process: we will not file liens unless it is purposeful and authorized to our community manager and credit attorney.
- Looking into pursuing a cleaning service for the HOA office who has insurance coverage. Craig needs to be reimbursed \$40 for paying Frances. In lieu of this, Michelle will get pricing information for a workmen's comp policy for the association and any temp employee that is engaged.
- 404 Wetlands letter is going out shortly to all residents of Taberna to advise no dumping of yard waste is allowed in wetland areas.
- Resident wrote letter to Craig requesting that 2 years worth of late fees be waived due to mix up over mailing addresses. Resident has extenuating circumstances, notified CAS of change in address, has multiple properties at multiple addresses, and wishes to pay the dues; he just wishes for the late fees to be removed. Board voted to waive late fees. Unanimous vote to waive his late fees.
- Our original digital Artwork for Taberna signage is still being sought from Joey's signs.

Action List

Baader:

- Send letter to homeowner regarding removal of deck on HOA common area.
- Capital schedule needs to be revised between Craig and Joe Kelly
- Send list receivables in excess in \$1,000 to Billy and Bryan.
- Craig needs to get final year-end statements from Lou, review them with the Finance Committee and Treasurer(s) and then he and Bill give the go ahead for the 2014 audit.
- Do we have \$400 for Poa Annua lawn treatment for One Taberna Way?

Bill:

- Scheper compliance check needs to be requested from CAS.

Bryan:

- Schedule a Finance Committee meeting

Hanson:

- Call Michelle at CAS about insurance policy to cover contractors that do work for us.

CAS:

- Look into how much a workmen’s comp blanket policy would be to cover a cleaning service, for example and come up with some quotes.
- Check to see if we have our dumpster removal on autopay. If so, does the removal specify which dumpsters are emptied?

Joe:

- Call city to see if 117 Mellen Rd drainage issue is a city concern.

Announcements

The next meeting will be Tuesday, March 24, 2015 at 3 p.m.

Adjournment

The meeting was adjourned at 4:32 p.m.

Approved by the Board of Directors:

Submitted by: _____
Katie Shorter, Secretary

Approved by: _____
Craig Baader, President

Date: _____

Date: _____