



**November 2017
Minutes of Board of Directors Meeting
Taberna Master Homeowner Association, Inc.
November 28, 2017**

Board Members Attending

Bart Rovins	President
John Scirica	Vice President
Joseph Frangipane	Treasurer
Maryann Faulkner	Secretary
Katie Shorter	Assistant Secretary
Bill Durante	Member at Large

Jennifer Sallee, CAS

Absent: Dick Turner

Present: Gordy Barnes

Call to Order

The meeting was called to order at 3:00 p.m. by Bart Rovins, President.

Establish Quorum

Maryann Faulkner determined that a quorum was present.

Committee Reports

Architectural Control: Dick Turner was absent from the meeting. Bart told the Board that at [REDACTED], several trees were cut down and the stumps were still present. The homeowner did not get any permission to have the trees removed. Jennifer stated that the homeowner could be advised to give an ARC application so we could have this on record. There was much discussion regarding this.

Katie suggested we devote a page of the Directory to covenant awareness, giving a link to the site as this is a way of reaching every homeowner simultaneously. Also, as an HOA we can make sure that when a house closes, we do our due diligence and have the HOA Welcome Committee give out the packet and reinforce the need to follow covenants. Bart will coordinate with Dick Turner to get something for the directory regarding the covenants.

Building and Grounds: Bill advised that the second building at OTW has been painted and completed. The painting of Building 8 will begin November 29th. One homeowner advised Bill that some areas had nail pops and water leakage, and Bill had David Sawyer fix these. Two bills were given to CAS for payment. One was in the amount of [REDACTED] for the painting of the building; the other was in the amount of [REDACTED] for repair of nail pops and shingles.

Bill had gone over to Taberna Townes and checked out the stucco of several homes. He suggested that they sell concrete caulk as well as rough texture concrete paint and use this for the stucco. Joe suggested that we ask David Sawyer to do this work. See action item at end of minutes for this.

Bill Durante and Gordy Barnes discussed the landscaping contracts with the Board. There was much discussion regarding the contracts. [REDACTED] bid went from [REDACTED] to [REDACTED] all in which includes [REDACTED] on contract 1 (front entrance); the remaining amount includes Todd Denson Park and Arbon Green which is [REDACTED]. [REDACTED] is all in for three areas in the amount of [REDACTED] at our last meeting.

Since the last meeting, there has been further due diligence done regarding the landscaping contracts and clarification of bids. In light of that work and prior discussions as stated above, and going forward step by step, the following was determined:

- **Abbington Woods:** Katie motioned that we retain the services of [REDACTED] for Abbington Woods in the amount of [REDACTED] for 2018 and 2019. Joe seconded it. Motion passed unanimously.
- **Boleyn Creek:** Bill motioned that we continue with [REDACTED] in the amount of [REDACTED]. Dick seconded it. Motion passed unanimously.
- **One Taberna Way:** Katie motioned that we continue with [REDACTED] in the amount of [REDACTED]. Maryann seconded it. Motion passed unanimously.
- **Taberna Landing:** Katie motioned that we stay with [REDACTED] in the amount of [REDACTED]. Maryann seconded it. Motion passed unanimously.
- **Taberna Townes:** Bill motioned that we start with [REDACTED] in the amount of [REDACTED]. Katie seconded it. Motion passed unanimously.
- **Taberna Master HOA**
- **Front entrance:** Bill motioned that we go with [REDACTED] at [REDACTED]. Bart seconded it. Motion passed unanimously.

- **Taberna Park/Arbon Green:** Bill motioned, Maryann seconded that we go with [REDACTED] at [REDACTED]. Motion passed unanimously. This area also includes the Naturpark and Todd Denson Park.
- **Common Areas (Basic and Boleyn Creek):** Maryann motioned, Katie seconded that we go with [REDACTED] at [REDACTED].
- **Emmen Road landscaping and canoe dock driveway:** Katie motioned, Maryann seconded that we go with [REDACTED] at [REDACTED].

Jennifer brought up the fact that on November 15th], [REDACTED] was sent an email stating that we did not accept his bid for 2018-2019 and he was advised to stop cutting the hedges. As of the date of this meeting, he had not responded to the email. He will be advised that we did more due diligence around the bids and after we re-reviewed all the bids, the Board has changed their mind and he is now the competitive bid. Bart will sign off on all the contracts.

Bart expressed his thanks and appreciation to the Board for their diligence regarding the issues of the HOA during this year.

Vice President's Report

John stated he has been proud to be a member of the Board and thanked everyone for their participation. He also brought up the area at the end of Old Airport Road has been cleared and this will be a serious problem for Taberna. Bart stated that he went to the P&Z (Planning and Zoning) meeting regarding this. All these points were brought up at that meeting. Per the meeting, all development was good. This justified the improvement to Old Airport Road. He met with our new Alderman, Bobby Aster, and he is very interested in this and promised this will be a priority for him as there is more development coming out in that area.

Treasurer's Report

Budget Update and Finance: Joe passed out a summary of the budget and except for Taberna Landings, we are in the black. This copy is attached to the minutes. Joe stated that we have assets that are invested in CDs, etc. and we have almost [REDACTED] in assets; operating fund has about [REDACTED] and replacement fund has about [REDACTED]. The Master is broken down in a large number of CDs. We are in good shape and there was much discussion about the amount of money in reserve.

Joe stated that we approved the 2018 Budget at the last meeting. Based upon what we have realigned; he will rework the budget for the changes coming about. He will get this information out to the Board as soon it is completed.

NOTE: A revised 2018 Annual Budget for the Taberna HOA and sub communities was sent to all Board members via email and was approved unanimously on December 6, 2017. A copy of the 2018 Budget is attached to these minutes.

Manager's Report

Delinquencies and Arrears: Notes from Katie (from CAS) are all in lien status. We have the option to move to foreclosure. There are three accounts that were discussed. It costs about [REDACTED] to put a homeowner into foreclosure. The accounts in question are:

- [REDACTED] – Letter will be sent with threat of foreclosure. This will be discussed again in January. Homeowner will be liable for the legal fees. Katie motioned that we pursue with threat of foreclosure, Maryann seconded.
- [REDACTED] – At attorney, lien filed in June. Letter will be sent with threat of foreclosure. This will be discussed again in January. Homeowner will be liable for the legal fees. Bart motioned that we pursue with letter, Bill seconded.
- [REDACTED] - At attorney. Homeowner stated he paid online but no payment has been received to date. Attorney followed up with notice; no response to date. Katie motioned that we threaten to file a lien, Maryann seconded.

President's Comments

Bart has sent Tabmail reminding the community to send in their ballots and proxies for the Annual meeting.

Old Business

Annual Meeting Review: Bart stated it was his intention to give a short year-end review at the Annual Meeting. He will discuss the conflict of interest policy and code of ethics that was put into place, the rebidding work on the contracts, the work with the Alderman around the Old Airport Road issue, Bill's work on repairing fences and repainting and the money that was saved, work done to clarify relationships at One Taberna Way, reducing the accounts receivable list, the conservative approach taken with money, two adjudicatory hearings, the new warning light that is outside of Taberna, sidewalk repairs, HOA Community Yard Sale, the repaving of One Taberna Way, and the incorporation of Taberna Townes into the HOA.

Bart also stated he would like to mention the work involved in bring on five new Board members, completion of the Cloud storage, records cleanup, the potential for a new developer for Taberna Townes and if that comes in, we will be renegotiating covenants for them.

Community Email Roster: Katie discussed that there are 516 homes reached by Tabmail, but not all of them are homeowners. Because of that, there had to be a door to door delivery of mail. Jennifer stated that when there a welcome packet given to a new homeowner, a letter is enclosed asking people for their contact information. They send them back to customer service at CAS who then updates the information in their internal system. Jennifer said we could get a download of that information. Katie mentioned this could also be included in the Directory as a reminder. Between the Directory, CAS and Tabmail we may be able to get more information needed. There was much discussion regarding this. Bart may create another Gmail address in the future. This will be further discussed in January.

Our Welcome Committee Chairwoman has indicated that we are almost out of the Taberna license plates. She has received three separate quotes for purchasing these plates. After discussion, it was decided that we order these plates through Taberna resident Bob Schwarzkopf. **Katie motioned that we purchase these plates through Bob Schwarzkopf, Bill seconded. Motion was passed unanimously.**

HOA Website update – Bart spoke with Katie and Jeremy LeRay will take care of this for us. He will update the site, post the minutes to the site, add temporary banner information to the site or whatever else is needed. Dick will forward his requests to Katie who in turn, will forward this on to Jeremy.

New Business

2018 Committee Membership – this will all be discussed at the January HOA Board Meeting.

Shredding party of HOA paperwork will be discussed in January.

The HOA party will be discussed at a future date.

Action Items:

- **Bart:** Will get in touch with Dick Turner regarding an executive summary of ARC guidelines for the directory. He will also contact the owner of [REDACTED] and advise him keep on top of the power washing of the house and Bart will also contact the homeowner of [REDACTED] regarding the power washing of her home.
- **Jennifer:** Will contact via email and also call [REDACTED] regarding the landscaping contract. She also will contact the GIS System for [REDACTED] and confirm address for CAS.
- **Building and Grounds:** In 2018, the repair of concrete foundation at Taberna Townes will be discussed. No specific month has been determined for this.

The next meeting is Tuesday, January 23, 2018 at 3 p.m.

Adjournment

Meeting was adjourned at 4:47 pm

Approved by the Board of Directors:

Submitted by: _____
Maryann Faulkner, Secretary

Approved by: _____
Bart Rovins, President

Date: _____

Date: _____