



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

**Board Members Attending**

John Scirica	Vice President
Joseph Frangipane	Treasurer
Dick Stern	Assistant Treasurer
Maryann Faulkner	Secretary
Bill Durante	Member at Large

Jennifer Sallee, CAS

Absent: Bart Rovins, Katie Shorter

**Call to Order**

The meeting was called to order at 3:00 p.m. by John Scirica, Vice President.

**Establish Quorum**

Maryann Faulkner determined that a quorum was present.

Jennifer Sallee, who is our new point of contact at CAS, was welcomed and introduced to the Board at the HOA Meeting.

**Committee Reports**

Architectural Control: Dick Turner stated it was a quiet month. There were seven change requests: three were for tree removal, one change request for an in ground pool which is for the new home being built on Nyon Court, one change to repair shutters and front door of another home and one to screen in a rear porch. Lastly, there was one for construction of a screened in porch in Abbington Woods. Construction has been approved and has started on Walden Court. Lot has been cleared and the foundation has been poured. Dick spoke with the contractor and has advised that a silt fence will be needed.

Building and Grounds: Bill Durante informed us that the two trees were cut down behind the house at [REDACTED]. He has the invoice in the amount of [REDACTED] this was given to Jennifer for payment by CAS.

Bart and Bill have spoken at length about the berm between Biel Lane and Valais Court. John Reed will finish this and it will look the same.

Bill asked Jennifer if she has ever received a fax copy of David Sawyer's insurance policy. Jennifer stated that the fax has not really been working. She will check up on this and will advise the Board if it has been received. Bill stated that he has the contract which was signed by the HOA and David Sawyer stating that his insurance goes from 9-11 to 12-31. Jennifer will scan it and save it on the computer.

We told the contractors that September 28<sup>th</sup> is the deadline for the RFPs for the landscaping. Bill spoke with Bart and it has been determined that we should give them another week. This allows the contractors to prepare a detailed quote for us. There is a local landscaper who does all the Fairfield Harbor condos, pressure washing and he also has a North Carolina pond license and is authorized to do chemical treatments. Bill met with him and stated he has been in the business for 27 years. This landscaper is interested in Abbingdon Woods. The other landscaper he met with is Parker Landscaping who is from the Wilmington area. He came to Taberna and looked at all the areas. This landscaper is interested in doing the landscaping for all of the Taberna communities and the common areas. He has a satellite office in Jacksonville. He is preparing a quote for everything for the Board to review. There was much discussion regarding having a landscaper who does all of the communities as this would take business from local people here in Craven County. Pros and cons were discussed. The second reason is that we do not have any personal experience with Mr. Parker. Joe feels that Mr. Parker would be a good negotiation point with the other landscapers. Mr. Parker may end up competing with Reed Landscaping. Further discussion will be had once the RFPs are received. Copies of the Taberna map will be made so make it easier to delineate the areas needed for landscaping. Jennifer will email him and ask him to do the subs separately and common areas separately.

Bill looked at the stucco that is cracking over the cinderblocks at Taberna Townes. The second home there (which is for sale) needs rain gutters and downspouts, replacement of back steps and stucco repair. The other homes are in good shape. Bill spoke with Bart and he was going to advise Gwen about this. According to John, the bank will take care of the gutters and down spouts and replace the steps. The HOA will take care of the stucco issue after the bank has completed their part of the repairs.

There is an issue of a vacant lot on the corner of Murl and Teufen Road. Dick Turner thinks the owner is getting ready to build on the lot and there is tree by the easement of his property line. There are wax myrtles on the adjoining property and they are overhanging on his property. Jennifer said this is a homeowner-to-homeowner issue; not an HOA issue. The homeowner has the authority to cut this to his property line. Bill will advise the lot owner of this.

Bart spoke with Donna Clayton regarding Loomis' quote for plant improvements at One Taberna Way. They are going to go forward with the planting.

### **Vice President's Report**

John met with Katie recently about the trees in front of the tennis court. She stated that the Country Club doesn't have the money to replace the trees at this time. She called John this morning and there has been a change of heart concerning this. Katie met with Sheila Barnes and they discussed removing some of the trees and putting in ornamental grasses so it would like it was originally done that way, instead of a patchwork job. The Country Club is willing to go back to their promise to fix this.

There is an RV present in front of the home at [REDACTED] and this is blocking the street. If it is blocking the way and is making it difficult for cars to pass. If it impedes a firetruck for example, then it is a problem. Jennifer will call the City of New Bern and report this violation.

John mentioned the home [REDACTED]. Jennifer was going to contact the daughter of the homeowner, who is responsible for the house. The gutters need to be cleaned, or the HOA will clean them and bill the homeowner. Jennifer stated that a certified letter was sent out, however, there has been no response to date.

The boat issue was also discussed. As the boats are present during the weekends, and CAS is not here on the weekends to see the violation, it will be missed anyway. We will react to a problem if it comes to our attention. The homeowner is not letting this issue go. Jennifer sent a letter to the homeowner regarding this.

### **Treasurer's Report**

Joe reviewed all of the accounts and we under the budgets in most cases. The first two thirds of the year are okay. All of this information is submitted with the minutes. He will make some recommendations for each community. The biggest thing is landscaping for Abbington Woods, Boleyn Creek, and Taberna Landing. Abbington Woods has had some fences repair and there may not need to be an increase to their special assessment. Boleyn Creek is due for slurry in 2019. This is done every four to five years. Slurry is a coating that will be applied to the driveways. This hot coating is used to fill all the cracks in the black top. This prevents the cracks from widening and cracking. The biggest thing for Taberna Landing is that they are due for slurry this year. Joe asked Jennifer to check and see when the slurry was last done. Dick stated that it was done last year. Joe will need to adjust the reserve studies, as he has no records for this.

Landscaping is the biggest issue at One Taberna Way. The reserves are building up for painting and roofing. That is all up to date. We will look at their new budget when their committee submits it.

Joe stated he has nothing from Taberna Townes other than Master dues. Sixteen lots were paid for by the bank and the other three homeowners paid their dues. Jennifer will ask Katie about this. It may need to be broken down into different categories. The independent study that was done only listed painting, without breaking it down. Jennifer feels the report needs to be questioned and ask for it to be reviewed. Joe will work on the budget and advise us.

Joe advised that we are paying [REDACTED] for electricity and [REDACTED] for water for the year. This is all at the front entrance to Taberna. To date, we have spent approximately \$2000.00 for each of these. Bill explained that in April of every year we call the City of New Bern and ask them to turn the sprinklers on. In October, we call them and ask them to be turned off. Joe stated the budgets were put together month by month.

Joe asked Jennifer about the management fees of CAS. She stated that there is generally an increase of approximately [REDACTED]. She has not been informed of an increase mid contract but she will check on this and advise Joe of her findings.

Joe questioned the payment of [REDACTED] for bush hogging. It is charged back to the lot owner. We do it, CAS pays it, and then they invoice the lot owner. She will check on this and get back to Joe concerning this payment.

Joe also set up an account in Google Drive and he will give us the address and password. This allows us to put in files and information. He has to clean it up and will set up one for each officer, one for budget and financials, and covenants. This allows for visibility and continuity in the future.

### **Manager's Report**

Welcome Packets were discussed at length. What they do for other communities, is that anytime a lot or home is purchased their Customer Service sends out a welcome packet. This contains information such as by-laws, CCNRs, and welcome page as to who to contact for the Management Company. Other things can be added to it if desired such as FAQs. We had discussed previously that we didn't want to take anything away from Liz Dalessandro or Sue Gordon who do have a personal welcome to the new owners. CAS will do advise more technical information, and Sue and Liz will do a more personal approach. There is also a mailing fee from CAS whenever something is sent out.

### **President's Comments**

John spoke with Katie and inquired about a yard sale. Katie advised that there would be one in October. This will be run through the County Club. It will be the same as last time, fee of \$10.00 per spot and an extra \$10.00 for a table. Katie will send out Tabmail and advise the date.

John spoke about the election process. We have four openings, and four candidates. CAS has not received anything as of this date. John will forward these names to Jennifer. This will be a ballot vote before the annual meeting. Dick expressed an interest in running for the Board again.

### **Old Business**

Dick Stern gave an update on Taberna Cares. He sent out a Tabmail introducing the concept of volunteering. He got a lot of responses from the community which were favorable. There are

many people in our community who already are very involved. There are many opportunities for people to volunteer. Dick will do something with the newspaper about this. John suggested that we send an email listing the organizations with opportunities and their telephone number. Dick will contact the person at Habitat for Humanity and see what they need. He also spoke with Katie about doing something at Thanksgiving for the families of Marines who are deployed.

**New Business**

John discussed the demise of the Taberna Tribune as well as the future management of the HOA Web Page. John feels that the HOA getting involved in the Tribune could be a very large expense and we should look into some kind of electronic newspaper so that people can receive it if they have an interest.

Joe discussed looking for a Webmaster for the HOA Page. We paid someone for putting information on the website. It is possible this was a domain fee.

Maryann has been in touch with Jill Sherrill at Creekside Elementary regarding the HOA Annual Meeting. Jill has given us two options for our meeting: December 12<sup>th</sup> or December 13<sup>th</sup>. The Board discussed this and it was decided that the meeting will be December 12<sup>th</sup>. **Maryann made the motion, Joe seconded it. Meeting will be on Tuesday December 12<sup>th</sup> at 7:00 p.m.** She will advise Jill of this date and submit the Facility Rental Application.

**The next meeting is Monday, October 30th, 2017 at 3 p.m.**

**Adjournment**

Meeting was adjourned at 4:59 pm

Approved by the Board of Directors:

Submitted by: \_\_\_\_\_  
Maryann Faulkner, Secretary

Approved by: \_\_\_\_\_  
Bart Rovins, President

Date: \_\_\_\_\_

Date: \_\_\_\_\_