



**TABERNA MASTER HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
1310 Old Cherry Point Rd., New Bern, NC 28560
Thursday, May 16, 2019**

CALL TO ORDER

Bart Rovins called the meeting to order at 2:55 p.m.

ESTABLISH QUORUM

A quorum was established with seven out of seven members present.
Members present Bart Rovins, Dick Stern, Karen Mattingly, Joseph Frangipane, Gordy Barnes, Mark Eckert and Jazz Woodward.
Cathy Wade represented CAMS Management Service
Richard Turner – Architecture Control Committee Chair

APPROVAL OF THE APRIL 23, 2019 MEETING MINUTES

Jazz Woodward moved to approve the April 23, 2019 Board of Directors meeting minutes as written. Motion seconded by Mark Eckert. Motion passed unanimously.

COMMITTEE REPORTS

Architectural Control:

The following is Dick Turner's emailed report:

Dick Turner listed the following 18 ACR's which were acted upon and approved.

- 7 Tree removals due to storm damage or that threaten the house
- 4 Changed color scheme and/or front door & shutters
- 1 Install fence at rear of property
- 2 Enclosed an existing screened porch
- 1 Trim adjacent wetlands
- 1 Replace an existing deck
- 1 Erect a storage shed
- 1 Replace storm damaged roof

Building & Grounds:

Gordy Barnes and Mark Eckert discussed the following areas:

- 1. TDP
 - a. Bridge replacement – Waiting to hear from Bobby Cahoon for a start date. The bridge access will need to be blocked for at least 1 week when construction begins.

- b. A new Dumpster has been installed at the entrance to the park. However, the Todd Denson monument was damaged by the storm and will be repaired as soon as possible.
2. 2020-2021 RFP/Landscaping – Mark with the help of wife Jo, reformatted and retyped all PDF's as nothing was digitized. There is now a unified document in workable sections: Section I. Description of Work to be Performed, Section II. General Terms and Conditions, Section III. Required Documentation. Section IV. Bidding Document has not, as yet, been completed. Bart asked Board members to review the documents and relay any additions to Mark no later than May 23rd. Also, a July 31st deadline was set for all contractor bids to be received.
3. OTW Roof Replacements – Discussion will be deferred to the June meeting.
4. Vacant Lot Maintenance Standards – Bart, Mark and Gordy will work on this and report back to the board at a later date.
5. TDP Mulching – If the mulch is spread by volunteers, they must be covered by an HOA Workers Comp Policy. Karen will get quotes for an aggregate \$10,000 and \$25,000 policy. In the meantime, Gordy will check with local Scott groups to solicit help in the mulch spreading.
6. Boleyn Creek Slurry – Mark had a representative from The RB Group, Inc. who visually checked the Boleyn Creek roads. Their opinion was that the concrete below the slurry is just fine and does not require any repairs or additional slurry at this time.
7. HOA Pond – Gordy received approval to spend approximately \$120.00 on Grass Carps in an effort to help clean up the pond.

Neighborhood Watch & NaturPark:

Bob Donnelly, Neighborhood Watch Chair and Tom Watson, NaturPark Committee member to discussed NaturPark security. Four locks to the box and canoes have been replaced. Options were discussed about installing a security camera in the park. Due to difficulties in maintaining and monitoring a security camera system combined with the low level of security issues, a decision was made to not install a camera at this time.

The local Night Out will be held at Taberna on August 6th from 5-9 pm.

OFFICERS' REPORTS

Vice President:

1. HOA Board Nomination Form – Dick Stern presented the revised forms. Additions will be made.
2. Jazz will contact the appropriate office to reserve the auditorium at Creekside Elementary School
for the Annual HOA Meeting to be held on December 3, 2019 at 7:00 pm.

Treasurer:

Joe Frangipane prepared a spreadsheet showing that all HOA Sub-communities are at or below budget as of the end of April.

Delinquency is on a downward trend.

The Emergency Fund remains at or above \$62,000.

CAMS Manager Report:

Cathy Wade discussed the Residential Use definitions. There will be a vote by the Board regarding a new rule at the June meeting.

President's Comments:

Bart discussed the Homeowner Insurance issue for OTW residents. The Board considered adopting a rule to clarify existing covenants. Bart will prepare and distribute a draft rule letter for Board approval restating the Rule for Homeowner Insurance.

OLD BUSINESS

Mailbox Violations – Violations continue to be high. Cathy suggested a "Did You Know" letter or email to residents each week to help communicate the HOA's standards. The Board agreed to start with a photo of a Standard Mailbox showing how it should be maintained. Even though Joe Kelly's name is always listed with other committee members each month in the Taberna Tribune, it would be advantageous if his contact information for mailbox replacement and/or street number disbursement were highlighted in a "Did You Know" mailer.

NEW BUSINESS

No new business was discussed

EXECUTIVE SESSION

Violation Fees and appeals were discussed at great length. Decisions regarding specific violations were made.

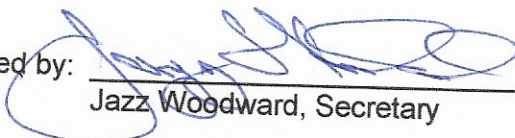

ADJOURNMENT

There being no further business, Jazz Woodward moved to adjourn the meeting at 5:25 pm.

NEXT MEETING

The next meeting of the Taberna HOA Board of Directors is scheduled for Tuesday, June 25th at 3:00 pm.

Approved by the Board of Directors:

Submitted by:  Approved by: 
Jazz Woodward, Secretary Bart Rovins, President

Date: JUNE 25, 2019 Date: 6/25/19

Taberna Master Home Owners Association
Treasurer's Report – Month-ending April 30, 2019

Year-to-Date Actuals vs. Budget Analysis –

- Abbingdon Woods –
 - Income \$29,657 vs. Budget \$29,140
 - Expenses \$19,112 vs. Budget \$119,013
 - Grounds \$18,896 vs. Budget \$18,863
 - Net Income \$9,963 vs. Budget \$9,545 = Variance \$418
- Boleyn Creek –
 - Income \$11,589 vs. Budget \$11,400
 - Expenses \$5,354 vs. Budget \$7,267
 - Grounds \$5,262 vs. Budget \$7,216
 - Net Income \$5,755 vs. Budget \$3,653 = Variance \$2,102
 - Late Landscape contractor billing
- One Taberna Way –
 - Income \$27,514 vs. Budget \$20,900
 - Expenses \$12,189 vs. Budget \$11,700
 - Grounds \$11,996 vs. Budget \$10,150
 - Net Income \$8,883 vs. Budget \$2,759 = Variance \$6,125
 - Income overstated; insurance check deposited in Operating vs. Reserve Fund
- Taberna Landings –
 - Income \$3,480 vs. Budget \$3,480
 - Expenses \$1,386 vs. Budget \$250
 - Grounds \$1,370 vs. Budget \$1,250
 - Net Income \$712 vs. Budget \$824 = Variance (\$112)
- Taberna Townes –
 - Income \$3,907 vs. Budget \$3,880
 - Expenses \$1,543 vs. Budget \$1,060
 - Grounds \$1,535 vs. Budget \$1,060
 - Net Income \$364 vs. Budget \$820 = Variance (\$456)
- Master Taberna HOA –
 - Income \$247,194 vs. Budget \$242,556
 - Expenses \$70,582 vs. Budget \$77,307
 - Grounds \$44,261 vs. Budget \$52,362
 - Administrative \$24,638 vs. Budget \$23,478
 - Administrative Expense \$2,319 vs. Budget \$700
 - Legal \$1,938 vs. Budget \$1,800
 - Bad Debt \$0 vs. \$0
 - Net Income \$166,772 vs. Budget \$155,445 = Variance \$11,327
 - Late Fee and Interest Income
 - Late billing of Landscape Contractors
 - Under expenditure toward B&G Miscellaneous Maintenance
 - Equity –
 - Operating \$306,487
 - Replacement Fund \$173,175
 - Emergency Fund \$62,161

Taberna Master Home Owners Association
Treasurer's Report – Month-ending April 30, 2019

Accounts Receivable - Aging –

Accounts Receivable - Aging							
	March 31, 2019			April 30, 2019			
Community	Income	Aging	Percent	Income	Aging	Percent	Notes
ABW (62)	\$14,570	\$1,341	9.21%	\$29,140	\$3,064	10.52%	9 accounts; 2 @ attorney, lien filed, \$1,372
BC (24)	\$5,700	\$328	5.76%	\$11,400	\$328	2.88%	6 accounts; late supplement & fees
OTW (16)	\$10,450	\$2,047	19.58%	\$27,341	\$5,511	20.15%	5 accounts; late supplement & fees; 2 @ attorney, lien filed, \$3,462
TL (6)	\$1,740	\$0	0.00%	\$3,480	\$314	9.03%	1 account; late supplement & fees
TT (4)	\$1,940		0.00%	\$3,880	\$512	13.20%	1 account; late supplement & fees
TM (823)	\$241,125	\$10,908	4.52%	\$241,125	\$7,510	3.11%	19 accounts; late common & fees/ 2 @ attorney, lien filed, \$2,035
TOTAL	\$275,525	\$14,624	5.31%	\$316,366	\$17,240	5.45%	

- Abbington Woods –
 - Attributable to non-payment of Quarterly Supplemental Assessment
 - Two Homeowner accounts contribute \$1,372 to the total
- Boleyn Creek –
 - Attributable to non-payment of Quarterly Supplemental Assessment
- One Taberna Way –
 - Attributable to non-payment of Quarterly Supplemental Assessment
 - Two Homeowner accounts contribute \$3,462 to the total
- Taberna Townes –
 - Attributable to non-payment of Quarterly Supplemental Assessment
- Taberna Master –
 - Primarily attributable to non-payment of Annual Common Assessment
 - Two Homeowner accounts contribute \$2,035 to the total

Taberna Master Home Owners Association
Treasurer's Report – Month-ending April 30, 2019

Emergency Fund Reconciliation –

Date	Activity		Running Total	Balance
August 31, 2018	Cash-Emergency Fund Total			\$81,057.74
September 27, 2018	AP Payment: Albemarle Landscapes INC, Check #: 5640, Invoice #: 5661, Disaster Relief Tree Rmvl/Trimming Due To Hurricane Flo	(\$18,750.00)	\$62,307.74	
September 30, 2018	8010 - Transfer To Emergency Fund	\$666.67	\$62,974.41	
September 30, 2018	8030 - Transfer Interest To Emergency Fund	\$76.77	\$63,051.18	
September 30, 2018	Cash-Emergency Fund Total			\$63,051.18
October 10, 2018	AP Payment: Harry's Home Improvement, Check #: 5644, Invoice #: TM100918, Hurricane Cleanup	(\$3,060.00)	\$59,991.18	
October 15, 2018	AP Payment: Down to Earth Landscaping, Check #: 5648, Invoice #: TM092718, Storm Cleanup	(\$300.00)	\$59,691.18	
October 16, 2018	AP Payment: Edwards Pro Clean, Check #: 5654, Invoice #: 09439/2, hurricane clean up	(\$300.00)	\$59,391.18	
October 31, 2018	AP Payment: Young's Bush Hog Service, Check #: 5663, Invoice #: MISC100318, Misc. Common Area	(\$1,565.00)	\$57,826.18	
October 31, 2018	AP Payment: Chris Hamel, Check #: 5664, Invoice #: TM102618, Reimb - Roof Work Covered by HOA	(\$350.00)	\$57,476.18	
October 31, 2018	AP Payment: Mark Eckert, Check #: 5665, Invoice #: TM102618, Reimb - Fencing Materials	(\$232.42)	\$57,243.76	
October 31, 2018	8010 - Transfer To Emergency Fund	\$666.67	\$57,910.43	
October 31, 2018	8030 - Transfer Interest To Emergency Fund	\$66.07	\$57,976.50	
October 31, 2018	Cash-Emergency Fund Total			\$57,976.50
November 30, 2018	8010 - Transfer To Emergency Fund	\$666.67	\$58,643.17	
November 30, 2018	8030 - Transfer Interest To Emergency Fund	\$66.55	\$58,709.72	
November 30, 2018	Cash-Emergency Fund Total			\$58,709.72
December 27, 2018	John Carl Crossley - Check 1012 tree and shrub replacement Down to Earth Landscaping Inv # 21562	(\$1,800.00)	\$56,909.72	
December 31, 2018	Hunter Blake Toler - Check 1016 Tree removal at nature trail Crystal Coast Tree Service Inv # 403753	(\$950.00)	\$55,959.72	
December 31, 2018	4010 - Transfer To Emergency Fund	\$666.63	\$56,626.35	
December 31, 2018	4801 - Transfer Interest To Emergency Fund	\$32.32	\$56,658.67	
December 31, 2018	Cash-Emergency Fund Total			\$56,658.67
December 31, 2018	CAMS Closing Balance			\$58,742.04
January 01, 2019	Transfer to Emergency Fund	\$1,335.00	\$60,077.04	
January 01, 2019	Bank Interest	\$3.11	\$60,080.15	
January 16, 2019	Cincinnati Insurance	\$27,589.82	\$87,669.97	
January 17, 2019	Check 1025 Bobby Cahoon Construction, Inc. Inv # 011519 deposit for bridge repair	(\$1,770.00)	\$85,899.97	
January 31, 2019	Cash-Emergency Fund Total			\$85,899.97
January 31, 2019	CAMS Closing Balance			\$85,586.60
February 01, 2019	Transfer to Emergency Fund	\$1,335.00	\$86,921.60	
	Bank Interest	\$7.34	\$86,928.94	
February 11, 2019	Check 1045 Hunter Blake Toler - Inv # 021019 Tree removal additional	(\$1,390.00)	\$85,538.94	
February 18, 2019	Bobby Cahoon Construction, Inc. Inv # 7735 bridge repair	(\$17,396.00)	\$68,142.94	
February 22, 2019	Check 1045 Hunter Blake Toler - Inv # 022119 Tree removal, stumps and storm debris	(\$7,700.00)	\$60,442.94	
February 28, 2019	Cash-Emergency Fund Total			\$60,442.94
February 28, 2019	CAMS Closing Balance			\$60,442.94
March 01, 2019	Transfer to Emergency Fund	\$1,335.00	\$61,777.94	
	Bank Interest	\$74.43	\$61,852.37	
March 31, 2019	Cash-Emergency Fund Total			\$61,852.37
March 31, 2019	CAMS Closing Balance			\$61,852.37
April 01, 2019	Transfer to Emergency Fund	\$1,335.00	\$63,187.37	
April 01, 2019	Bank Interest	\$18.75	\$63,206.12	
April 22, 2019	New Bern Electrical Cont Inc - dog park	(\$595.00)	\$62,611.12	
April 22, 2019	Hunter Blake Toler - Tree removal, additional	(\$450.00)	\$62,161.12	
March 31, 2019	Cash-Emergency Fund Total			\$62,161.12
March 31, 2019	CAMS Closing Balance			\$62,161.12