



**TABERNA MASTER HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
1310 Old Cherry Point Rd., New Bern, NC 28560
Tuesday, June 25, 2019**

CALL TO ORDER

Bart Rovins called the meeting to order at 3:02 p.m.

ESTABLISH QUORUM

A quorum was established with six out of seven members present.

Members present: Bart Rovins, Karen Mattingly, Joseph Frangipane, Gordy Barnes, Mark Eckert and Jazz Woodward.

Cathy Wade represented CAMS Management Service

Absent: Dick Stern

APPROVAL OF MAY 16, 2019 MEETING MINUTES

COMMITTEE REPORTS

Architectural Control:

The following is Dick Turner's emailed report:

There was a total of 10 ACR's approved and detailed as follows:

- 1 Whole house NG fired power generator
- 1 Rear yard paved path and associated fire pit
- 1 Motorized rear deck shade awning
- 1 Repaint an existing deck
- 2 Fence installations (this includes the removal of the existing non-conforming fence and, per the Building Guidelines, a replacement at 128 Walden Road)
- 3 Tree removals

Building & Grounds:

Gordy Barnes and Mark Eckert discussed the following areas:

1. Request For Quote (RFQ) – The same contract language is on all nine (9) contracts. Mark will mark the maps and have them ready by the July Board meeting. Currently, the Deadline for Pricing Forms from contractors is September 15th, 2019. The Board will select approved contractors by November 1, 2019.
2. TDP Playground Mulching Update – If the mulch is spread by volunteers, they must be covered by an HOA Workers Comp Policy. Cathy will get quotes for a policy. In the meantime, Jazz will contact the Marine Base to solicit volunteers to help in the mulch spreading. We will need approximately 10 wheelbarrows and rakes to move and spread the mulch.
3. TDP Bridge Update – The bridge will be replaced by Mid-November.
4. Downed Trees Update - Gordy secured a quote of \$4,500 to take down 4 trees at One Taberna Way and 1 tree on Emmen Rd.

- a. Motion by Gordy to classify the 4 downed trees as storm related expenses. Seconded by Jazz and approved unanimously.
- b. Motion by Gordy to pay for the removal of the tree on Emmen from the Building and Grounds budget. Seconded by Joe and approved unanimously.
5. OTW Light Fixtures – These are copper fixtures and should not be primed and painted. Mark and Gordy will work on this and report back to the board at July's meeting.
6. OTW Roofs – HRH has submitted quotes for roof replacements over the next 5 years beginning with roofs for the 117/119 building. No action was taken as the board is waiting to receive the Insurance Company's response re unit #117. Discussion was tabled until the July meeting.
7. Canoe Launch Update – Still in need of railings to complete the restoration.

OFFICERS' REPORTS

Vice President:

No report as Dick was absent.

Treasurer:

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

The 2020 Budget needs to be set by October 15, 2019.

Delinquency Aging is down from 5.56% to 4.22%.

The Emergency Fund remains above \$62,000.

CAMS Manager Report:

1. Residential Use – Cathy requested that the discussion be tabled until the July meeting.
2. Mailbox Inspection – Cathy asked for help from the Board to canvas the 800+ mailboxes in Taberna. Board members will receive proper forms i.e. emailed so they can complete the canvas by the July meeting.

President's Comments:

OTW Budget Committee – John Radtke was considered to join the OTW Budget Committee. Jazz motioned that we approve John Radtke for the committee. Seconded by Gordy. Motion was passed unanimously.

OLD BUSINESS

OTW Maintenance Rule – Bart and a Board representative will sit down with the Budget Committee before the next Board meeting.

NEW BUSINESS

Kriens Court Drainage – Water is draining from Old Airport Rd and becoming an issue. This is not a City issue as no storm drains flow into this culvert. The culvert is all on homeowner's' property. However, there is an easement for maintenance. The HOA, as the stormwater permit holder, is responsible to maintain the culvert. Gordy and Mark will get quotes to remove debris from the culvert.

EXECUTIVE SESSION

A decision by the Board was made to waive fines assessed by the Adjudicatory Panel. Violations have been remedied.

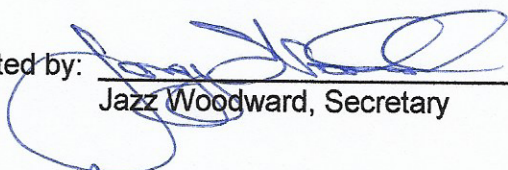
ADJOURNMENT


There being no further business, Jazz Woodward moved to adjourn the meeting at 5:05 pm.

NEXT MEETING

The next meeting of the Taberna HOA Board of Directors is scheduled for Tuesday, July 23rd at 3:00 pm.

Approved by the Board of Directors:

Submitted by: 
Jazz Woodward, Secretary

Approved by: 
Bart Rovins, President

Date: August 27, 2019

Date: 8/27/19

Taberna Master Home Owners Association
Treasurer's Report – Month-ending May 31, 2019

Year-to-Date Actuals vs. Budget Analysis –

- **Abbingdon Woods –**
 - Income \$29,742 vs. Budget \$29,140
 - Expenses \$23,836 vs. Budget \$23,753
 - Grounds \$23,620 vs. Budget \$23,703
 - Net Income \$5,324 vs. Budget \$4,805 = Variance \$519
- **Boleyn Creek –**
 - Income \$11,635 vs. Budget \$11,400
 - Expenses \$7,357 vs. Budget \$9,121
 - Grounds \$7,136 vs. Budget \$9,071
 - Net Income \$3,798 vs. Budget \$1,799 = Variance \$1,999
 - Late Landscape Contractor billing
- **One Taberna Way –**
 - Income \$22,226 vs. Budget \$20,900
 - Expenses \$12,189 vs. Budget \$13,125
 - Grounds \$11,996 vs. Budget \$11,575
 - Net Income \$3,595 vs. Budget \$1,334 = Variance \$2,262
- **Taberna Landings –**
 - Income \$3,538 vs. Budget \$3,480
 - Expenses \$1,656 vs. Budget \$1,670
 - Grounds \$1,640 vs. Budget \$1,645
 - Net Income \$476 vs. Budget \$404 = Variance \$73
- **Taberna Townes –**
 - Income \$3,917 vs. Budget \$3,880
 - Expenses \$1,808 vs. Budget \$1,325
 - Grounds \$1,808 vs. Budget \$1,325
 - Net Income \$109 vs. Budget \$550 = Variance (\$446)
- **Master Taberna HOA –**
 - Income \$251,598 vs. Budget \$242,958
 - Expenses \$85,749 vs. Budget \$100,856
 - Grounds \$52,908 vs. Budget \$64,293
 - Administrative \$30,710 vs. Budget \$34,418
 - Administrative Expense \$2,718 vs. Budget \$800
 - Legal \$2,848 vs. Budget \$2,250
 - Bad Debt \$0 vs. \$0
 - Net Income \$153,548 vs. Budget \$129,802 = Variance \$23,747
 - Late Fees, Violation, and Interest Income
 - Late billing of Landscape Contractors
 - Under expenditure toward B&G Miscellaneous Maintenance
 - **Equity –**
 - Operating \$291,850
 - Replacement Fund \$174,472
 - Emergency Fund \$62,101

Taberna Master Home Owners Association
Treasurer's Report – Month-ending May 31, 2019

Accounts Receivable - Aging –

| Accounts Receivable - Aging | | | | | | | |
|-----------------------------|------------------|-----------------|--------------|------------------|-----------------|--------------|--|
| | April 30, 2019 | | | May 31, 2019 | | | |
| Community | Income | Aging | Percent | Income | Aging | Percent | Notes |
| ABW (62) | \$29,140 | \$3,064 | 10.52% | \$29,140 | \$1,944 | 6.67% | 4 accounts; 2 @ attorney, lien filed, \$1,427 |
| BC (24) | \$11,400 | \$328 | 2.88% | \$11,400 | \$775 | 6.80% | 2 accounts; late supplement & fees |
| OTW (16) | \$20,900 | \$5,511 | 26.37% | \$20,900 | \$3,632 | 17.38% | 4 accounts; late supplement & fees; 1 @ attorney, lien filed, \$1,415 |
| TL (6) | \$3,480 | \$314 | 9.03% | \$3,480 | \$349 | 10.02% | 1 account; late supplement & fees |
| TT (4) | \$3,880 | \$512 | 13.20% | \$3,880 | \$0 | 0.00% | |
| TM (823) | \$241,125 | \$7,510 | 3.11% | \$241,125 | \$6,376 | 2.64% | 23 accounts; late common & fees/ 5 @ attorney, liens filed, \$2,495; 3 violations, \$3,050 |
| TOTAL | \$309,925 | \$17,240 | 5.56% | \$309,925 | \$13,077 | 4.22% | |

Wilmington Woods –

- Attributable to non-payment of Quarterly Supplemental Assessment
- Two Homeowner accounts contribute \$1,427

Boleyn Creek –

- Attributable to non-payment of Quarterly Supplemental Assessment

One Taberna Way –

- Attributable to non-payment of Quarterly Supplemental Assessment
- One Homeowner account contributes \$1,415

Taberna Master –

- Primarily attributable to non-payment of Annual Common Assessment
- Two Homeowner accounts contribute \$2,495
- Three violations/ fines contribute \$3,050

Taberna Master Home Owners Association
Treasurer's Report – Month-ending May 31, 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 #: | (\$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 | (\$3,060.00) | \$59,991.18 | |
| October 15, 2018 | AP Payment: Down to Earth Landscaping, Check #: 5648, Invoice | (\$300.00) | \$59,691.18 | |
| October 16, 2018 | AP Payment: Edwards Pro Clean, Check #: 5654, Invoice #: | (\$300.00) | \$59,391.18 | |
| October 31, 2018 | AP Payment: Young's Bush Hog Service, Check #: 5663, Invoice | (\$1,565.00) | \$57,826.18 | |
| October 31, 2018 | AP Payment: Chris Hamel, Check #: 5664, Invoice #: TM102618, Reimb | (\$350.00) | \$57,476.18 | |
| October 31, 2018 | AP Payment: Mark Eckert, Check #: 5665, Invoice #: TM102618, Reimb | (\$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 | (\$1,800.00) | \$56,909.72 | |
| December 31, 2018 | Hunter Blake Toler - Check 1016 Tree removal at nature trail Crystal | (\$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 | (\$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 | |
| February 01, 2019 | 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 | (\$7,700.00) | \$60,442.94 | |
| February 28, 2019 | Cash-Emergency Fund Total | | | \$60,442.94 |
| March 01, 2019 | Transfer to Emergency Fund | \$1,335.00 | \$61,777.94 | |
| March 01, 2019 | Bank Interest | \$74.43 | \$61,852.37 | |
| March 31, 2019 | Cash-Emergency Fund Total | | | \$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 | |
| April 30, 2019 | Cash-Emergency Fund Total | | | \$62,161.12 |
| May 25, 2019 | Transfer to Emergency Fund | \$1,335.00 | \$63,496.12 | |
| May 31, 2019 | Bank Interest | \$6.07 | \$63,502.19 | |
| May 13, 2019 | C Gull Tree Service - Stump Grinding | (\$1,400.00) | \$62,102.19 | |
| May 31, 2019 | Cash-Emergency Fund Total | | | \$62,102.19 |