

2004

Taberna Homeowners Association  
Board of Directors Meeting Minutes  
December 15, 2004

Attendees:

Larry Alderson  
Marcia Crawford  
John Galvanek  
Esther Hardin

Ron McCausland  
John Murphy  
Joan Peacock  
Bill Rounds

OPEN ISSUES

- Anderson Fence
  - All correspondence to the Andersons is in their property file
  - Issue will be turned over to Beth Adkins for action after January 1, 2004
    - ⇒ Larry Alderson will contact Beth
- Sellhorn/Taberna fence update
  - Sheppard wanted to know if Taberna would guarantee the fence; advised to contact Carolina Fence Company to see if they would guarantee the fence
  - Coastal Fence Co will guarantee their wooden fence
- HOA Presidents' Meeting
  - Marcia has reserved a table for the meeting
    - ⇒ Marcia will follow up with Vicki to arrange for coffee/tea in the morning and lunch
  - Ron stated that the host HOA develops the agenda but the Cypress Landing president said they would do it for our meeting
    - ⇒ Ron will contact Cypress Landing president
  - Email should be sent to all HOA presidents with agenda and meeting arrangements
- Committee lists updates
  - Updated list is needed to identify committee members for Directors and Officers (D&O) Insurance coverage
  - A new committee, Membership, will be formed to cover the maintenance of the Address Database and the greeters (Jay Valentine and Ellen Watson)
  - New committee chairs are needed for the Finance and Buildings/Grounds committee. Also need to verify that Dick Turner will continue as Chair of the Architectural Control Committee
- Finance Committee
  - John Galvanek has a meeting with Mona Kay Sadler this afternoon
  - Guidelines need to be established by the committee to provide better accounting tracking between the other committees and the Finance committee
- One Taberna Way insurance
  - The covenant states that all One Taberna Way residents must use the same insurance carrier (currently it is State Farm)
  - Don Hughes was to survey the owners to determine if all are in compliance; there was one resident who was not in compliance
    - ⇒ Need to follow-up with Don to determine when this resident will be in compliance
  - Finance committee has oversight on this matter
- Brydge and Lee townhouses

- No action is required by the Taberna HOA at this time
- Brydge and Lee are re-designing the town homes to allow for two car garages and will present their new plans to the Board when completed
- Abbington Woods mowing delinquencies
  - Three owners, four lots total have been re-invoiced for mowing charges
- Bush hogging delinquencies
  - Three delinquencies for a total of \$241
    - ⇒ John will talk with Mona Kay Sadler to re-invoice these lot owners with a note on the invoice that failure to pay will result in a lien being placed on their property
  - Method for publication of proposed rules or covenant changes
  - The Covenants state that proposed rules or covenant changes must be mailed to all property owners and also to be posted on HOA property or at the Taberna Country Club
    - ⇒ Marcia will talk with Jerry Walker about use of a bulletin board at the clubhouse

#### BOARD ORGANIZATION

- Committee Liaison assignments
  - Building and Grounds – Larry Alderson and Bill Rounds
  - Finance – John Galvanek and Joan Peacock
  - Architectural Control Committee – John Murphy and Esther Hardin

#### REGULAR MEETING SCHEDULES

- The first Monday of the month was established as our meeting day
  - The January meeting will be held on the second Monday due to scheduling conflicts
- Publish a list of all committees and their meeting schedules to avoid room conflicts at the HOA office
  - ACC meets every Wednesday at 3p

#### AMENDMENT STRATEGY

- Bill Rounds will write the letter
  - Letter must be sent to all property owners advising of the new deadline date
  - Only amendment and signature page will be mailed to those owners who have not yet responded
- Joan Peacock will serve as notary
- Have not yet received all builders and WREDCO proxies
  - WREDCO has not been sent their proxy due to the number of closing occurring this month
- ⇒ Marcia will arrange for volunteers to help stuff envelopes, stamp and mail letters
- ⇒ Marcia will provide a breakdown of number of residents/non-residents respondents

#### OFFICE SET-UP

- Folding chairs can be bought at Staples for around \$80 for 4 chairs
- Phone and answering machine (633-3165)
  - Phone is set up to receive faxes not for an answering machine
    - ⇒ Ron will see if he can change the Taberna Tribune information to remove the HOA office phone number and get the HOA Board members listed

- Joan Peacock will pick-up the mail from 1005 Taberna Circle

#### OTHER BUSINESS

- Office keys
  - Jim Peacock, Dick Turner and Bill Rounds have keys
    - ⇒ Bill will see that all board members have a key
- Staples Rebate Card
  - Two cards received in the mail – one given to Ron McCausland and one given to Marcia Crawford
- Liens
  - Blank forms are available for the Board to use to place liens
  - Completed forms may be filed at City Hall
  - Filing fee is \$5
- Insurance
  - John Galvanek reviewed our D&O Insurance policy and noticed that it is missing a statement covering a bond for our accountant
  - Tom McAden at the Insurance Center will add that statement
    - ⇒ John Galvanek to follow up on this issue

#### NEW BUSINESS

- 1) The Abbington Woods Building Guidelines as proposed by the ACC were reviewed by the Abbington Woods Building and Grounds committee and approved by them. A motion was made by Marcia Crawford to approve the Abbington Woods Building Guidelines. Motion seconded and passed. The approved guidelines must be mailed to all Abbington Woods homeowners and must be posted on the HOA bulletin board.
- 2) Next Annual HOA meeting date needs to be scheduled and reservation made for auditorium
  - Will be discussed at next board meeting
  - Need to determine if meeting will be open for questions from the floor
- 3) Committee volunteer list from Annual meeting
  - Have the committee chairs contact the volunteers for vacancies or to put them on a "call list"
- 4) Organizational Chart
  - Need to develop an organizational chart for the Taberna Tribune and the HOA bulletin board
- 5) Communication Issues
  - Not everyone reading the Taberna Tribune
  - Need to send out a flyer to remind people of the annual meeting in an effort to get more attendance at next year's meeting
- 6) The minutes from the 8<sup>th</sup> Annual Taberna HOA meeting was presented. A motion was made to approve these minutes, seconded and passed.
- 7) The minutes from the December 8<sup>th</sup> Board of Directors meeting was presented. A motion was made to approve the minutes, seconded and passed.

#### NEXT MEETING:

January 12, 2004  
9am  
HOA Office

*File Copy*

Taberna Homeowners Association  
Board of Directors Meeting Minutes  
December 13, 2004

Board Members Present::

Larry Alderson  
Esther Hardin

Earl Eschbacher  
John Murphy

John Galvanek  
Kurt Weinheimer

A call meeting was held to discuss a replacement for John Geis who has resigned from the HOA Board. John Murphy has spoken to Tom Watson, Bob Riddick, and Glen Killian. They were names on the original slate of candidates. After a lengthy discussion the Board voted to accept Glen Killian as the new Board member to replace John Geis.

John Murphy submitted a copy of the attorney's responses regarding ACC rules to Earl for review.

Submitted by,

*Esther Hardin*

Esther Hardin  
Secretary

*True copy*

Taberna Homeowners Association  
Board of Directors Meeting Minutes  
December 6, 2004

Attendees:

Larry Alderson  
John Geis  
Bill Rounds

Earl Eschbacher  
Esther Hardin  
Kurt Weinheimer

John Galvanek  
John Murphy

Agenda Items

A motion was made, seconded and passed to approve the minutes from the November 22, 2004 meeting.

Bill Rounds reminded the Board members that it is time to reserve the Orringer Auditorium at Craven Community College for the Annual HOA meeting for 2005.

The Board reviewed the minutes from the Annual HOA meeting and made the necessary corrections. The minutes will be brought back to the January meeting for review and approval,

John Murphy reported that he has received the annual contract for bush hogging vacant lots. Bids were received from Woodscapes and Young. Building and Grounds Committee recommended using Young because of their dependability and good work. A motion was made, seconded and passed to accept the recommendation from the Building and Grounds Committee. Bill suggested that a letter should be sent to Woodscapes thanking them for bidding.

John Murphy shared his agenda for working together as a Board. He reminded us that we are here to make decisions and have a good time doing it. Recommended duties for each Board member were distributed and discussed.

Larry received a bill from Ren Klawson asking to be reimbursed \$85.00 for additional funds that were spent for the Christmas Party. The Board had approved a budget of \$200.00 for the party the total expenditures were

\$285.00. A motion was made, seconded and approved to reimburse the committee members the \$85.00.

Playground Issue: Bill shared with the Board that he has gathered information which will answer some of the questions that have been asked. If this project is approved it will go through the Building and Grounds Committee. John Galvanek suggested we should talk to residents of other communities that have playgrounds, as well as, representatives from various companies that sell Playground equipment. John also shared a list of pertinent questions with Board members.

Kurt expressed an interest in making sure we have done all of our homework, including bids on the equipment before we announce that we are implementing the project.

Bill Rounds, John Murphy, and John Galvanek have scheduled a meeting with our attorney. They will discuss the playground liability issues with her while they are there.

John Murphy reported Bill Moore has not completed the Water/Drainage Project.

Larry reported Brian Gatchel is willing to speak to our Board on strategies for being an effective Board. The Board members agreed to extend an invitation to Brian to speak to us.

Earl attended the ACC meeting and submitted two questions:

1. Who owns the land that the entrance fence is on?
2. Who owns the sidewalks in Taberna? This question followed a discussion about the number of broken sidewalks especially in construction areas. Our sidewalks are owned by the City of New Bern.

John Galvanek alerted the Board that the accountants are considering electronic billing. If it actually happens we will use the "Taberna Tribune" to alert homeowners.

The meeting was adjourned. The next Board meeting will be held on January 10, 2005.

*Esther Hardin*  
Secretary