

December 7th, 2012

Minutes of the November 28th Board Meeting

members attending

John Serumgard President

Chris McCausland Vice President

Nick Dalessandro Acting Secretary

Jim Dugan Treasurer

Paul Tracewell Member at Large

Al Lefebvre Member at Large

Joe Kelly Member at Large

Gene Sharer Canidate for Board Membership

CAS Member aAttending

Katie Patnode Community Manager

Committee Members Attending

Dick Turner

Ren Klawson

Presidents remarks

John Serumgard announced the Christmas decorations are up and look very nice.

The use by UPS to use golf carts deliver Christmas presents is a dead issue. Their union rejected it.

HOA seminar. Several members attended and found it very informing and helpful to our Board,

Managers Report

Katie announced that all liens have been processed, waiting to get the copy from Richard. All Judicial issues have been resolved. Katie also reported on the violations report for November of which all Board members have a copy.

Treasurer's Report

Jim Dugan read the treasurer's report in detail. Jim explained the various Bank changes that have been made will be made and the reasons behind it. A copy of the Treasurer's report explaining these changes is attached. Also information regarding Replacement funds and Emergency funds can be found in the attached report.

Finance Committee Report

Paul Tracewell stated that the Finance Committee has not met but will meet on 11/30 2012. He also stated the Reserve Analysis and Asset listings are finished and are under review for final approval.

Building and Ground Report

Joe Kelly informed the Board that the square footage of the parking lot is 4620 Square feet. This came at the request of some Board members. Joe also mentioned there being a problem with one of the Contractors at one of our Properties and this contractor may be removed. More on this at the next meeting. Joe also talked about the latch on the box that holds the life preservers and canoe oars. The latch is very rusty and needs to be replaced. Other issue brought up was when and should the gate be left open and how to best handle the use of the Canoes and distribution of keys for the gate and the Canoes. Ren Klawson will meet with his committee and try to come up with a better game plan. We also have a new company making our mailboxes. They will be cheaper than the old ones but will look the same. Once the old mailboxes are used up there will be a price adjustment for the new ones.

Jim Dugan mentioned we should shut down the water meters for the winter to save money and Joe Kelly announced this has already been done. A board member mentioned the bushes at the front entrance to Taberna are too high blocking some of the signs. Joe will take care of this.

Also mentioned was the clearing of shrubs around the electrical boxes and transformers. The City has trimmed back a few and are waiting for the residence to do the trimming on their property. If this is not done the City will do it and charge the home owner.

ACC Report

Dick Turner announced that construction on Nyon is underway and that the drive way has already been poured. The lot on Sursee Court has been cleared and construction to start soon.

There have been 5 change request that include taking down trees, adding a porch and adding shutters.

New Business

The budget committee for One Taberna way has been approved. The committee consists of 4 members as listed

Robert Lande

Bill Bradbury

Fred Elsner

Donna Clayton

Good of the Community

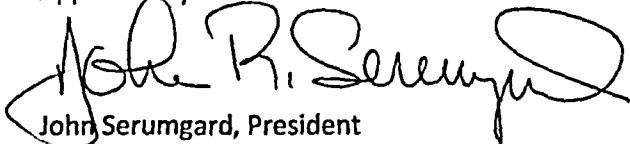
We discussed the replacement of a dead tree which was previously removed at one Taberna Way. Katie will discuss the matter with the maintenance contractor who does the work there as for a possible replacement.

Schedule

The next meeting has a tentative date of December 19th at 3:00 P.M at the HOA office.

The meeting was adjourned at 4:49 P.M

Approved by the Board of Directors

 12/19/2012
John Serumgard, President

Treasurer's Report
James Dugan, Treasurer
Wednesday, November 28, 2012

Master HOA Account Receivables:

Account receivables for the Master HOA as of CAS report of October 31, 2012, are \$10,206.86; the increase from the September A/R is due to bush-hogging invoices mailed in October.

Community Account Receivables:

As of CAS report of October 31, 2012; the increase from the September A/R is due to quarterly dues invoices mailed about October 1st:

Abbingtion Woods:	Account receivables total	\$3,117.50
Boleyn Creek Villas:	Account receivables total	\$1,395.00
One Taberna Way:	Account receivables total	\$4,795.00
Taberna Landing:	Account receivables total	\$250.00

Liens and Judgments:

Liens and Judgments are being handled by CAS and our local HOA attorney. They are now part of the CAS Manager's report.

HOA Invoices: All invoices received by November 26th have been sent to CAS for payment.

Financial Reports: CAS transmitted the financial reports for the month ending October 31st to the HOA Board. These have been reviewed and comments sent to CAS with a copy to HOA Board.

Bank Changes:

CAS has been using Atlanta based SmartStreet for deposits of operating funds and money market funds. SmartStreet provides banking services exclusively for community associations and management companies. SmartStreet was a division of RBC Bank (USA) at the beginning of the year. Shortly thereafter, PNC bought RBC Bank (USA), the US banking subsidiary of Royal Bank of Canada. Recently PNC sold the SmartStreet division to San Francisco based Union Bank, a unit of UnionBanCal Corp, a fully owned subsidiary of Mitsubishi UFJ Financial Group, Inc. Our accounts have remained with Atlanta based SmartStreet throughout these transitions. The account summary that follows reflect the transition of SmartStreet from PNC to Union Bank.

CAS plans to change banks on December 31, 2012, from Union Bank/SmartStreet to Bank of Nevada, which is part of Alliance Association Services Bank. Alliance actually owns three banks, Bank of Nevada, Torrey Pines Bank and Alliance Bank. This will give us more flexibility in cash management.

Operating Accounts:	August 31st	September 30th	October 31st
Union Bank Accounts			
Taberna Master	68,646.71	57,486.83	40,686.68
Abbingtion Woods	15,630.23	16,991.50	17,961.64
Boleyn Creek Villas	5,465.54	5,219.17	5,387.92
One Taberna Way	7,135.42	6,813.22	7,638.22
Taberna Landing	1,504.24	1,796.83	1,839.42
North State CDs			
Taberna Master	60,000.00	60,000.00	60,000.00

Replacement Accounts:	August 31st	September 30th	October 31st
Scott & Stringfellow:			
Taberna Master Replacement	94,341.65	60,288.19	49,238.73
Taberna Emergency Replacement	18,050.56	18,073.78	11,071.26
Abbington Woods	17,060.01	13,085.14	10,090.04
Boleyn Creek Villas	4,030.95	4,030.70	4,030.10
One Taberna Way	35,141.37	33,158.20	30,165.40
Taberna Landing	3,013.55	3,012.46	3,011.00
BB&T CDs			
One Taberna Way CD	8,818.86	8,818.86	8,818.86
Taberna Landing CD	5,135.03	5,135.03	5,135.03
Union Bank MM Accounts			
Taberna Master Replacement	29,823.37	64,874.87	16,827.18
Taberna Emergency Replacement	15,965.23	15,967.06	7,968.88
Abbington Woods	6,248.73	10,554.11	3,859.96
Boleyn Creek Villas	1,600.56	1,722.00	343.43
One Taberna Way	25,154.29	27,777.24	11,400.14
Taberna Landing	15,043.92	15,238.07	15,432.55
North State CDs			
Taberna Master Replacement	0	0	60,000.00
Taberna Emergency Replacement	0	0	15,000.00
Abbington Woods	0	0	10,000.00
Boleyn Creek Villas	0	0	1,500.00
One Taberna Way	0	0	20,000.00

Replacement Funds:

The budgeted monthly replacement funding for 2012 is being transferred each month to five replacement money market accounts.

Prior year replacement funds remaining in Scott & Stringfellow and BB&T accounts are being transferred to new Union Bank replacement accounts as CDs mature. CDs are not to be cashed prematurely due to the substantial lose in principle and interest. The transfers should be completed by the end of November 2013.

The Taberna Landing reserve funds are being accumulated in the Union Bank Money Market Reserve Fund in anticipation of the Taberna Landing road paving project in the spring of 2013.

Funds in the other Union Bank Money Market Reserve Accounts were transferred this month to North State CDs. Future CDs will be spread among other banks to avoid going over the FDIC insured limits at any one bank. Currently the CD rates are about one percent.

All of Taberna's investments are in FDIC insured CDs or money market accounts.

Emergency Fund:

The Emergency Fund will be brought back up to the \$50,000 goal (based on current account of \$34,055) by including \$8,000 of the difference in the 2013 budget and the balance in the 2014 budget. The difference as of October 31st is \$15,945; this equates to \$20.39 per lot.

TABERNA MASTER HOMEOWNERS ASSOCIATION, INC.
MINUTES OF THE ANNUAL MEETING
December 12, 2012

The meeting was called to order by John Serumgard at 7:00. It was determined that a quorum was reached with those present and by submitted proxies. Board members present were: John Serumgard, President, Chris McCausland, Vice President, Jim Dugan, Treasurer, and Chip Rice, Secretary, and at large members, Joe Kelly, Paul Tracewell, and Al Lefebvre.

Guests: Denny Bucher, City Alderman
Katie Patnode, CAS Property Manager
Derrick Dubay and Doug Evans, New Bern Police Dept

The Pledge of Allegiance was led by Al Lefebvre

Annual Meeting Minutes:

On a motion made and seconded, the minutes of the 2011 annual meeting were unanimously approved.

Treasurer's Report:

In his opening remarks, Jim Dugan stated Taberna has 779 residential lots and 4 commercial lots. There are 60 vacant residential lots. Three of these now have homes under construction

Operating and Reserve Accounts: The Home Owners Association maintains separate operating and reserve accounts for the master HOA and the four active communities, Abbingtion Woods, Boleyn Creek, One Taberna Way, and Taberna Landing. These funds are numerically consolidated for a single HOA tax return.

Your Board of Directors maintains a policy of investing reserve funds only in FDIC insured Certificates of Deposit.

Notable Financial Activities: An Audit of the 2011 Financials was made by an independent auditing firm. The auditor returned a clean report.

The Finance Committee reviewed the Master and Community Financial Reports for the first three quarters of 2012. No discrepancies were found.

Reserve deposits have been made for the Master and Community Reserves in accordance with the 2012 Budget. As previously mentioned, reserve funds are invested only in FDIC insured CDs in order to protect the principal amounts. The board maintains a detailed reserve analysis for the Master and each Community and our reserves are sufficient to cover projected expenditures.

While the majority of property owners pay their accounts in a timely manner, there are a few that fall behind. Therefore, the Board authorized that invoices are due upon receipt and those accounts unpaid after 30 days be charged a late fee of \$20 per month until the account is paid. The Board also authorized placement of liens on accounts that were past due.

Financial Reports: A review of the monthly financial reports indicates that the majority of line items in the Master and Community budgets will be close to budget at the end of the year and that all operating accounts will have an ending cash balance.

The present and past Boards believe it is prudent to carry a certain amount of cash over from one year to the next to meet any need for early disbursements and allow for any delay in dues collection. Therefore the Board has voted "to have any monies remaining at the end of the year in the Taberna Master Homeowners Association bank accounts and the bank accounts of the Abbington Woods, Boleyn Creek, One Taberna Way, and Taberna Landing Communities be used for forward operating expenses and deficits of these accounts."

Reserves: The Master Reserves now total \$126,066 for the Asset Replacement Fund and \$34,040 for the Operations Contingency Fund. The Contingency Fund, also known as the Hurricane Fund, has a set goal of \$50,000. After hurricane expenses of 2011, an addition of about \$16,000 is needed to bring this fund back to the \$50,000 goal. The board decided to spread this funding over the 2013 and 2014 budget years. The 2013 budget includes the first half of this addition.

Annual Budgets: The Annual Budgets for the Master Homeowners Association and the four communities have been approved by the Board of Directors and were included in your Notice of Annual Meeting.

2013 Dues: The Annual Master dues for 2013 will remain at \$270 for most of the residential lots and \$295 for the Lake Lehman and commercial lots.

The Community dues for 2013 will be as follows:

Abbington Woods: \$800 per year which is a 6.7% increase
 \$200.00 per quarter

The Abbington Woods increases were due to an increase in the contracted landscape maintenance fee.

Boleyn Creek Villas: \$800 per year which is a 2.6% increase.
\$200.00 per quarter

The Boleyn Creek Villas increase was due to an increase in the contracted landscape maintenance fee.

One Taberna Way: \$1,800 per year which remains as in 2012.
\$450.00 per quarter

Taberna Landing: \$1,000 per year which remains as in 2012.
\$250.00 per quarter

Election of Board Members

There are three current Board members whose terms expire on December 31, 2012. They are Chris McCausland, Chip Rice, and Al Lefebvre.

John Serumgard introduced the slate of candidates for the 2013 Board which was included in the ballots distributed to all residents. They are Craig Baader, Louise Vondran, and Gene Sharer. There were no nominations from the floor. By acclamation, the slate of candidates presented for the 2013 Board was approved.

President's Report to Annual Meeting

John Serumgard presented a review of the Board's activities and accomplishments for 2012.

At last year's annual meeting, I reported on a wide range of issues with which we had to deal, especially Hurricane Irene and the threat of foreclosure and bankruptcy at the country club. We also introduced the biggest change in the management of the Taberna Master Homeowners Association since it was turned over to the residents – the engagement of a professional community manager to assist in running Taberna. The firm selected after substantial research was CAS, based in Pinehurst and managers of over 200 communities large and small throughout Carolina. With that change, 2012 was poised to be a year of transitions, and it was.

Transitions

A year ago, you all first met John Stone, the principal in CAS, and Katie Patnode, the community manager from CAS who has assisted us all year. This year has been a year of transitions as we moved to integrate professional management with ongoing Taberna operations. I am pleased that many of you have reported on the competence, professionalism and helpfulness of our manager. As we worked through the year with the manager, it confirmed that we had made the right choice. Some of the transition highlights were the following:

The most difficult area for transition was with our financial operations. As they promised, CAS was ready and able at the start of the contract year, and sent out our annual dues invoices on the crack of the New Year. New bank accounts were established for all the Taberna communities and reserves, new books were set up, and we were up and running. I don't want to leave the impression that we had no problems. Jim Dugan, our Treasurer, spent countless hours and exchanged many emails and calls over the next several months working with the CAS accounting staff to get all of our accounts right, and to get incoming funds and outgoing payments charged to the correct accounts. Jim deserves a special thank you for all his effort and for finding creative solutions to a number of problems that arose. The system is now working well.

Most importantly, we now receive our monthly financial statements by the 15th of the following month, allowing the Treasurer and the Board to more timely review our income and expenses, and better able to identify problems before they become major issues.

We also dealt with transitions in our covenant enforcement activities. The manager is now responsible for identifying violations and communicating with residents. A protocol was developed to ensure that our Buildings and Grounds chair reviewed and concurred in identified violations. We developed a multi step enforcement protocol for follow up, including where necessary referral of appropriate cases to our Adjudicatory panel.

In keeping with the goal of making the community manager the first point of contact for all things Taberna, we had success in directing calls from closing attorneys and real estate agents to the community manager for information needed on closings and other real estate transactions. We also had residents calling on Katie, our community manager, as the first point of contact.

The Architectural Control Committee worked out procedures to insure that clear lines of communication were established with the manager on all of its responsibilities. As with all matters, all policy issues and approvals remain firmly in the control of the Taberna residents who sit on the committee.

One of the major accomplishments of the year was the first ever independent audit of the Taberna Master Homeowners Association accounts, as you have heard from the Treasurer. CAS facilitated this audit by identifying CPA firms able to take such an engagement at a cost substantially less than we could find locally. The audit covered the year ending December 31, 2011, the point at which we moved to CAS for accounting services. I am pleased that we received a clean opinion in all respects. This also ensures that we and CAS started with a clean balance sheet and no outstanding financial issues.

Our community manager is also assisting the One Taberna Way Budget committee review all its operations and responsibilities, and helping determine, with the treasurer,

how best to plan for future maintenance activities that are the responsibility of the TMHOA.

CAS demonstrated its responsiveness throughout the year in many ways large and small. Two incidents in particular show their strength.

- We identified a squatter living in a remote part of our common property. Within 24 hours of being notified about the problem, CAS had at least five professional personnel from Fairfield Harbour, another CAS client, at Taberna to help deal with the problem. With their advice, the event was successfully concluded over a weekend.
- When Hurricane Sandy threatened, CAS personnel, again from Fairfield Harbour, made an initial pre-event survey and then returned after Sandy left us to identify any damage. Thankfully we had very little, but had we had any, we know CAS is well prepared and organized to clean it up.

There will be more transition events in the upcoming year: our insurance policies come up for renewal in mid year, as does our office lease. In addition, all our landscape maintenance contracts are up for rebidding. We expect that the CAS expertise will be of value in these negotiations.

One thing won't be in transition for at least a couple of years, the community management contract. Following a complete mid-year review, the Board determined that our best course of action was to renew the agreement with CAS for a two year term. Negotiations were undertaken with CAS, resulting in a new contract that maintains the 2012 rate for 2013, and provides a 3% increase in 2014.

Other Events

During the year several other issues and events impacted the Taberna Community. They include:

Completion of natural gas installation: Piedmont Gas completed installation of natural gas mains throughout Taberna, and many of our residents connected to them. Now we are enjoying the benefit of lower home energy costs.

City request to clear shrubs around ground mounted transformers: For safety reasons, the city asked residents to clear shrubs from around ground mounted transformers. Many of you have already completed any needed trimming.

Taberna repairs: Taberna, our community mascot from the New Bern 300th anniversary celebration unfortunately needed some repair earlier in the year. It is tough standing watch 24/7/365. Now he is back, repainted and repaired, with improvements that will allow him to continue his watch.

Improved Battlefield Signage: We were happy to accommodate The New Bern Historical Society to improve the signage directing visitors to the battlefield. For its part, the Society updated the Battlefield entrance with new flags and repositioned historical information.

Community Volunteers

The task of managing Taberna has always been handled by community volunteers, and even with the presence of our community manager, volunteers are a critical component of the smooth and efficient operation of our community.

This year there have been some volunteer transitions I would like to note.

John Reichenbach drafted the procedures for our Adjudicatory Panel nearly ten years ago and served as Chair of the Panel until earlier this year when he decided to retire. We thank him for his service to Taberna. We welcome Brian Scoggins, a long time member of the Panel, as its Chair.

Tom Tucker served as co-chair of the Crime Watch Committee until earlier this year. We thank Tom for his service to Taberna.

During this important transition year, former Board members Russ Packard and Rick Layton continued to assist the Board as members of our Transition Committee. We thank Rick for his service to Taberna, including his term as President. We thank Russ for his service on the Board and the Transition Committee, and as our Web Site administrator, a position he has agreed to continue serving.

A few people who do not show up on our table of organization merit thanks. Glen Killian continues his attention to our Flag, including repairing it when it is vandalized, replacing it when it is worn, and moving it to half staff when warranted.

Ron and Chris McCausland have served as our greeters for many years welcoming new residents to Taberna. In addition, they maintain the files that result in the Taberna Annual Directory published by the Shopper newspapers. Ron is a former President of TMHOA, and has served on and chaired the Building and Grounds Committee. We wish them all the best in their post-Taberna life.

As usual, we have transitions on the Board. Leaving the Board are Chip Rice, Chris McCausland and Al Lefebvre. Chip has served as Secretary and Chris as Vice President. We thank them all for their service to the community.

The incoming Board members, elected just a few minutes ago, are Louise Vondran, Gene Sharer and Craig Baader. I am sure that they will be excellent additions to your Board.

And we should also acknowledge those hard working Board members who will continue to serve. They are Nick D'Alessandro, Jim Dugan, Joe Kelly and Paul Tracewell.

Committee Activities

Architectural Control Committee

Under the leadership of Dick Turner, continued its attention to all physical changes in Taberna homes. In addition, it is monitoring the construction of three new homes.

Building and Grounds Committee

Under the leadership of Joe Kelly, the committee continues to review covenant enforcement activity, and, with the community manager, to supervise the landscape maintenance activities of our various contractors. In addition this year, B&G worked with the city of New Bern to get repairs made to the sidewalk around Patriots Walk and to get the wrought iron bridges along Taberna Way and Circle repainted. Early in the year, repairs were made to the front sign lights, and outlets installed to allow holiday lights to be put up at the signs.

During the year, B&G also recommended repaving the private section of Brugg Court serving Taberna Landing. Actual repaving will take place next spring when the weather is more suited to asphalt repaving.

Naturpark Committee

Under the direction of Ren Klawson, the committee held an open house to unveil the extended nature trail and new information center that greatly expands the usefulness of the park.

Crime Watch Committee

Under Sue McCarthy's leadership, the committee continues to provide timely advice to all residents to enhance our security, and maintains liaison with New Bern City police.

Finance Committee

With Paul Tracewell as chair, the committee had a particularly busy year. It reviewed and updated the investment policy for all Taberna Funds, taking into account our new financial arrangements. In addition, it recommended an investment program based on direct purchases of bank CDs to maximize safety and provide improved access to funds. Finally, the committee worked hard to update our reserves program, surveying all Taberna MHOA owned property and developing new formats for our reserve statements to improve understanding and planning for timely repair and replacement.

Wetlands Management Committee

Under Betty Rovins' direction, the committee basked in the successful outcome of our first ever state inspection of our storm water management system.

All of these committees, and all of the volunteers who serve on them, deserve a great deal of thanks from all of us. They have exhibited only the best interests of Taberna in all they have done.

Conclusion

As I reach the end of my service as President and on the Board, I would like to thank three additional people and groups.

I want to thank the editors and staff of the Taberna Tribune for all the support and consideration they have given the Board. They have been tremendously helpful bringing critical information to the community.

On behalf of all Taberna residents, I want to extend our collective thanks to Wayne Maruna for all his time and effort in maintaining Tab Mail. It clearly is our communication lifeline, and is a real community asset. Thanks Wayne, for all you do.

Finally, I want to thank all the residents of Taberna for all the support you have given your Board of Directors and me personally this past year. It helps to know that our efforts have been understood and appreciated. I have only had one resident accuse the Board of being "power hungry and arbitrary". That's a pretty good record as HOA's go.

And thanks to all of you who have complimented my feeble communication efforts in my President's letters. Thank you for your comments. It is good to know some of you actually read it.

Thanks for all of you helping to make Taberna the best place to live in Eastern Carolina.

Guest Speakers:

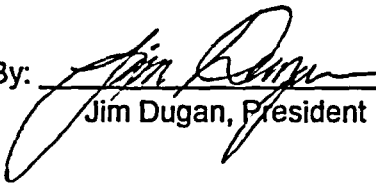
John introduced Derrick Dubay from the New Bern Police Department. Derrick explained a new alignment creating 6 "districts" with officers assigned specifically to a district. Taberna is in the Battleground district that has four officers dedicated to East of the river.

John introduced Katie Patnode as Taberna's property manager who encouraged homeowners to contact her with any issues or questions.

John then introduced Denny Bucher, a resident of Taberna and City Alderman for Ward 3, which includes Taberna. Denny discussed several New Bern topics, primarily Craven 30, electricity, the Housing Authority, and Mike Epperson's accomplishments in the 2.5 years as City Manager.

After several questions, John then entertained a motion to adjourn the meeting; the motion was made and seconded; the meeting was adjourned at 8:45 pm.

Approved by the Board of Directors:

By: 
Jim Dugan, President

17 Dec 2013
Date