

February Minutes – 2012

Minutes of Board of Directors Meeting Taberna Master Homeowners Association February 22, 2012

Board Members Attending:

John Serumgard	President
Chip Rice	Secretary
James Dugan	Treasurer
Al Lefebvre	Member at Large
Nick D'Alessandro	Member at Large
Paul Tracewell	Member at Large
Joe Kelly	Member at Large

CAS Attending

Katie Patnode	Community Manager
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Committee Members Attending

Dick Turner	Architecture Control Committee
John Simon	Finance Committee
Bob Costanzo	Finance Committee

Absent:

Chris McCausland	Vice President
Rick Layton	Transition Committee
Russell Packard	Transition Committee

The meeting was called to order by John Serumgard at 3:00, there being a quorum present.

President's Remarks

John Serumgard updated the board on two issues: He talked with Piedmont about the gas pipes along Taberna Way and they stated they are being cleaned up as they continue to install the lines. The problems with the flagpole/lanyard at the main entrance have been resolved.

Minutes Review/Approval

Chip Rice submitted the minutes from the January meeting of the Board; they were approved as read and will be added to the Website.

Managers Report

Katie Patnode reported:

- There were 22 violation letters sent out last month with some issues remaining open.
- CAS, with Jim Dugan's support, has completed the transition of financials.

She gave the Board an overview of CAS' reserve investment program. The Board approved a motion to migrate the reserves from Scott & Stringfellow to CAS. During the discussion it became evident that we need a documented policy on how the accumulation/investment of funds should be managed. John directed the Finance Committee with the assistance of the Manager and the Treasurer to draft a policy for approval at the next meeting of the Board.

Treasurer's Report

Jim Dugan provided his report which is attached.

Building and Grounds Report

Joe Kelly reported:

- There was a hole and some limbs hanging down in the park. He had John Reed fix both.

Finance Committee Report

Paul Tracewell reported:

- The committee discussed the OTW charges (\$11 per month) for CAS and recommended a review be done prior to renewing the CAS contract to see if the charges are appropriate.
- They reviewed the requirement for the HOA to maintain a master insurance agreement for OTW and stated it warranted further review to ensure we are in compliance.
- They discussed the need for the HOA to be copied on CAS' Fidelity Bond and be made aware of any changes to the bond.
- The committee recommended the elimination of Petty cash. Discussion reflected the need to have all requests for reimbursement go through CAS. A motion was made to suspend the use of petty cash. The motion was passed.

Architecture Review Committee Report

Dick Turner reported:

- He needs a copy of the storm water permit to respond to a request concerning pervious surface at a lot. Katie said she had the permit and would send it to Dick.
- The topic of mail boxes and whom is responsible for providing them to the builder was brought up. It was determined that Joe Kelly is the new "Mailbox Guru".

Covenant Violations

Joe Kelly stated there are no documented sign specifications in the rules and regulations and that the only defined specs are at Joe's Signs. After discussion, a motion to include the sign specifications in our rules and regulation was made and passed. Joe Kelly will obtain the current specs from Joe's Signs and work with Katie to incorporate them.

Old Business

Bill Bradbury Letter - John presented his draft response to a One Taberna Way memo asking why their dues were higher than the Master HOA dues. It was reviewed and approved for distribution.

Goals and Objectives for 2012 – John handed out another copy of the Goals and Objectives and again asked for any changes before finalizing. He highlighted the most significant change was to communicate with non-resident property owners.

New Business

Taberna Townes – Mitchell Brydges met with some of the board members on February 8, 2012 to present his plans to potentially restart construction at the development. John reviewed the minutes from that meeting (attached) and a discussion of the issues followed. His concept would be to build patio homes versus the Townhouses original planned. The two most significant issues are the responsibility for the road and the funding of a reserve account for the existing facilities/structures that are already five years old. After much discussion, it was agreed that the board would not be opposed to such a revised community subject to resolution of the two major issues. Once these issues have been resolved to the satisfaction of the Board, the Board would be pleased to review a preliminary concept plot plan and preliminary concept building design, to include proposed finishes compatible with the existing Taberna community. Once the preliminaries have been approved, then complete plans including final plot plans with building setbacks, and full architectural drawings including house plans and elevations, will have to be submitted for the usual Architectural Control Committee and HOA Board review and approval.

John will create a response to Mitchell Brydges and asked the Board to review it for approval later this week.

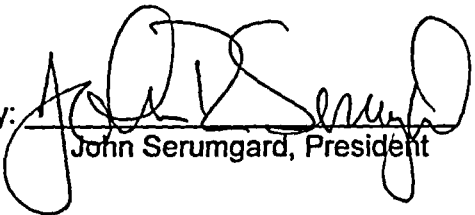
Good of the Association

Meeting Schedule

The next meeting is scheduled for Wednesday, March 28, 2012 at 3:00.

The meeting was adjourned at 4:45.

Approved by the Board of Directors:

By: 
John Serumgard, President

3/28/2012
Date

Treasurer's Report
James Dugan, Treasurer
Wednesday, February 22, 2012

Aged Receivables:

Aged receivables for the Master HOA as of February 21, 2012, are \$21,186.50. Current year HOA dues status is \$211,872 invoiced and balance due of \$16,426. Prior year receivables are \$4,517.50.

Community Aged Receivables:

As of the January 31, 2012, Aged Receivables:

Abbington Woods:	Aged receivables total	\$2,437.50
Boleyn Creek Villas:	Aged receivables total	\$1,962.50
One Taberna Way:	Aged receivables total	\$1,875.00
Taberna Landing:	Aged receivables total	\$250.00

Liens and Judgments:

The HOA has a 2009 judgment, July 2010 lien, and July 2011 lien on one property. Balance owed is \$2,335.50.

We currently have a July 2010 lien and a July 2011 lien against two properties.

One of these properties was foreclosed December 20, 2011, with a balance owed of \$780.00. Usually a foreclosure will eliminate liens and receivables on the property. The foreclosing bank has been invoiced for the full 2012 and prorated December 2011 dues.

Balance owed on the other property is \$1,170.00.

A lien on one of the One Taberna Way properties for \$1,125 past due for 2nd, 3rd, & 4th quarter dues plus \$140 late fees, for a total of \$1,265. Balance owed is \$2,025.00.

HOA Invoices: All invoices received by January 31st have been sent to CAS for payment.

Management Transition:

CAS, the new management company, has completed computerization of owner accounts, sent annual and first quarter invoices, and is collecting payments. They are also receiving and paying invoices. The former accounting firm was directed to forward any payments and invoices received to CAS. The former accounting firm has completed the closing and reporting of the fourth quarter and year end reports.

CAS is now handling all collection and expenditure of operating funds as well as all 2012 financial reports.

Checking Accounts:	Beginning of Year 2011	End of Year 2011	Feb 21st (BB&T Online)	Jan 31st RBC
Taberna Master (IDA)	\$26,907.85	\$40,037.21	\$40,023.40	\$n/a
Taberna Master	15,265.18	9,408.94	10,267.82	175,161.21
Abbington Woods	8,265.80	9,711.81	9,711.81	3,428.50
Boleyn Creek Villas	1,844.24	2,385.70	2,385.70	1,664.12
One Taberna Way	8,286.60	3,406.80	3,406.80	4,949.12
One Taberna Way CD	8,702.46	8,789.49	8,818.86	n/a
Taberna Landing	1,393.52	1,362.18	1,362.18	957.60
Taberna Landing CD	5,085.01	5,135.86	5,153.03	n/a

Community BB&T Checking Accounts (Abbington, Boleyn, OTW, and Landing) were closed today and four separate Bank Checks are to be delivered to CAS at today's board meeting.

Scott & Stringfellow: Beginning of	Year 2011	End of Year 2011	Feb 21st (Online)
Taberna Master Reserve	\$109,525.53	\$115,477.80	\$116,188.99
Taberna Emergency Reserve	51,773.56	38,131.82	33,873.23
Abbingtion Woods	15,886.11	20,712.95	20,780.35
Boleyn Creek Villas	4,903.75	4,700.35	4,626.28
One Taberna Way	45,915.48	54,645.17	55,046.19
Taberna Landings	14,330.27	16,431.43	16,487.21

"Online" bank balances do not reflect checks and deposits that have not cleared the bank.

"Online" S&S balances include unrealized gain/loss amounts. All of Taberna's investments with Scott & Stringfellow are in FDIC insured CDs or money market accounts. The advantage over every other type of investment is that the principal is guaranteed through FDIC for up to \$250,000.

Emergency Reserve Funds:

The storm recovery expenses totaled \$18,570.

The Emergency Reserve Fund before the storm was \$52,000 in CDs and \$114.71 in cash.

The HOA operating account covered the Emergency Reserve expenses. Maturing CDs and interest have reimbursed the operating fund the full \$18,570.00.

The Emergency Reserve Funds will be brought back up to the \$50,000 goal (based on current online account of \$33,873.23) by adding \$10.32 per lot to dues in 2013 and 2014.

Reserve Funding:

The annual reserve funding for 2012 is being set aside (ear-marked) monthly.

Reserve Schedule Projected Funds for 2011 compared to end of year Reserves:

HOA / Communities	Analysis	Actual	Difference	Comments
Taberna Master Reserve	*\$116,575	\$115,477.80	(\$1,097)	*1.
Taberna Emergency Reserve	50,000	*33,759.00	(16,127)	*2.
Abbingtion Woods	21,226	20,712.95	(446)	
Boleyn Creek Villas	4,999	4,700.35	(373)	
One Taberna Way	63,793	63,434.66	(72)	
Taberna Landings	22,308	21,567.29	(668)	

Notes:

1. Using annually updated analysis
2. Adjusted for \$4,372.82 due HOA
3. Actual end-of-year funds, except emergency reserves, should be brought up to Projected Fund balances to adjust for lower interest rates.

-----Original Message-----

From: boop4@suddenlink.net [boop4@suddenlink.net]

Sent: Monday, January 09, 2012 1:59 PM

To: Katie@casnc.com

Subject: Taberna Master Assn Dues

Hello Katie

I am Bill Bradbury from One Taberna Way in Taberna. We met at a Taberna Master HA board meeting in New Bern in December of last year, I believe. In my capacity as a One Taberna Way Representative, I am bothering you with questions that our homeowners have regarding the yearly fee that we pay to the Master Association.

Our rate increased to a total of \$295 a year. This appears to be more than anyone else in Taberna is paying.....maybe individuals in another sub association are paying this amount, I'm not sure. As you know, we also pay more than anyone else for our sub association fees for landscaping, painting of our units, etc. at a rate of \$450 per quarter. Our residents are therefore wondering:

1. We pay more than anybody for the upkeep of our units and the property upon which they sit. These lots are kept in good condition on a regular basis and the units are maintained and look good at all times. One Taberna Way secures its own contractors and regularly communicates with them. One Taberna Way assures that our contractors perform to community standard and have in place the required licenses, certifications, and insurance. Therefore, according to some of our residents, it would appear that we would be LESS of an administrative/property upkeep burden to the Master Association or to CAS - not MORE. Why then are we charged more?
2. Why weren't we informed of the REASON for the increase and the REASON our increase is in excess of what others in Taberna are paying?
3. If, by paying more, we can expect additional services or other additional consideration from the Master Association, kindly describe such consideration. In other words, what more are we getting for paying the most?
4. Our residents do request a copy of the minutes of the Master THOA meeting where these increases were discussed and voted upon so that we might be able to know why One Taberna Way residents are charged more. Perhaps the discussions held prior to the vote may shed some light for us on the reasoning for the increases and adjustments to those increases depending upon what sub association is involved.
5. Did CAS recommend to the Master Association that one Taberna Way residents pay the most of any other Taberna resident? If so, why?

The information you provide will be given to our residents as soon as possible. Your prompt handling of this request is very much appreciated as it seems only fair that our unit owners understand why they are paying what they are before they write their checks.

Thank you for your attention to this and I hope you are having a happy and successful New Year.

--
Bill Bradbury
129 St. Gallen Court
New Bern, NC 28562
(252) 671-5965

No virus found in this message.

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Version: 2012.0.1901 / Virus Database: 2109/4732 - Release Date: 01/09/12

Taberna HOA Mission, Goals and Objectives: 2012

Mission Statement: *The Board of the Taberna Master Homeowners Association is committed to providing the highest quality of life for our residents and owners through an aesthetically pleasing, well-maintained, and secure environment. We will operate from an ethical and community-oriented standpoint, follow prudent management practices, and conduct business in a transparent manner. To accomplish this mission, the Board has established the following goals and objectives for 2012.*

Goal 1—To successfully integrate operations with our management company

1. Integrate financial systems to include reaching an audit of accounts
2. Develop emergency response plan and other standardized protocols as needed
3. Consider integration of websites and improved communications with residents
4. Establish effective system for dealing with complaints and covenant violations

Goal 2—To provide for a high standard of living within the guidelines of the restrictive covenants and by-laws

1. Complete improvements to Naturpark

Goals 3—To encourage community involvement in HOA committees

1. Continue to seek new volunteers for standing committees.

Goal 4—To promote effective communication with residents

1. Maintain use of Taberna Tribune as communications vehicle to reach all residents.
2. Continued improvement to HOA web site
3. Publish semi-annual or quarterly newsletter to non-resident property owners

Memorandum

February 17, 2012

TO: Taberna Master Homeowners Association Board of Directors
FROM: John Serungard, President
SUBJECT: Meeting with Mitchell Brydge, Brydge and Lee

Several members of the Taberna Master Homeowners Association Board of Directors, and other interested HOA representatives, met with Mitchell Brydge on Wednesday, February 8, 2012. Brydge is the Principal in the firm developing the Taberna Townes development in Taberna. The meeting was held at Brydge's request to discuss issues related to restarting construction at the development. Highlights of the meeting are as follows:

1. Legal disputes involving the right-of-way for the North Carolina Railway track have been resolved. The railroad initially asserted that it owned a right of way extending 100 feet on each side of the track, even though land records for several years had reflected a 50 foot right of way. Brydge established direct and clear title to the land in question by searching land records to periods before 1854 when the rail road received the right of way in question. Accordingly, Brydge owns the land and the railroad only has an easement, albeit one extending 100 feet.
2. The existing roadway, Battlefield Road can remain in place until such time as the railroad asserts a need to utilize the easement for railway related purposes. Brydge has secured (or intends to secure) an agreement from the railroad that if it asserts its rights over the easement it will pay to relocate the road to a 30 foot wide tract parallel to Battlefield road that Brydge will carve out of his property. Although it was intended that Battlefield Road would be dedicated to the City of New Bern and be a public road, those proceedings stopped when the railway problem came up. Brydge said that the city could accept a road constructed on a 30 foot right of way.
3. Lawsuits brought by Brydge against Weyerhaeuser over the problems with the railroad easement were not totally successful, with Brydge recovering only about one half his legal expenses.
4. Brydge is facing the expiration of his construction loans and has been unable to secure alternate financing. Neither has he been able to secure financing to construct spec homes on this property from any new lender.
5. His primary lender, while threatening foreclosure, has now expressed interest in restarting construction and is willing to lend money to construct up to four spec houses. However, both Brydge and his lenders believe the project concept must change to a lower price point and perhaps a different concept in view of the failure to sell any of the four existing townhouse units at the current asking price of \$260,000.
6. The proposed new concept would be for a price point of around \$180,000, and for individual patio homes. The homes would have two car garages, about 1500 sq. ft. on the first floor with a 300 sq. ft. FROG. His realtor has suggested a mix of one and two story homes. The

homes would utilize the same finish materials as the existing town house units. He does not now have any specific plans for the houses he intends to build.

7. The project would be organized as a PUD, which would allow looser standards. He would intend to keep all the existing agreements he made with THOA in 2008. He said that all of the stormwater features, including the seven retention ponds and the bulkheads have been constructed and are in place.

8. Brydge would like to go in a direction we could live with. He also wants to begin construction in the next 2 1/2 months.

Discussion and issues:

We as a Board hold the approval power over this project. We need to consider whether and under what condition we would approve the revisions to this project. Some of the questions we would likely have include:

- What would the houses look like?
- What might be the concerns if any with the \$180,000 price point?
- Is there demand for owner occupied housing at this time?
- Would the HOA end up being responsible for Battlefield Road?
- If so, what would the Historical Society contribute? (It paid 1/3 the original paving cost)
- In view of the nearly five years some of the features have been in place, how much would the developer contribute to the replacement reserve fund?
- What is the likelihood that the railroad will assert its rights under the easement anytime soon?
- If we reject the modifications being sought, what would be the result?

I am sure that there are other question we should consider. Please send them to me for inclusion in the discussion at our next Board meeting.

DRAFT

Bill Bradbury
129 St Gallen Court
New Bern, NC 28562

Dear Bill:

I apologize for the delay in replying to your January 9, 2012 message to our community manager regarding the 2012 Taberna Master Dues rate applicable to the One Taberna Way Community.

To review this issue briefly, the 2012 master dues rate for most Taberna properties is \$270 per year. The master dues rate for One Taberna Way (OTW) properties is \$295. The reason for the difference is the retention of a professional management company to assist in the operation of Taberna.

During the Board's discussions with candidate management companies last year, we found that a common point among them was their pricing policies. The standard pricing structure was to charge a flat rate per month per door, with a higher rate charged for multi-family properties. All companies considered OTW to fall in the "multi-family" category. The explanation provided was that as multi-family properties typically are provided greater services, including maintenance, repair and replacement of exterior surfaces and landscaping, they require more management time and effort.

We appreciate the extensive involvement to date of OTW residents in the oversight and self management of their community as set forth in your letter. As we proceed with the community management process, we would expect that much of that effort would be taken over by the manager, always under the watchful oversight of the residents. This should lift the burden that has been felt most heavily in OTW of finding residents willing to actively participate in self-management. It should also reduce the resident-to-resident conflicts that have occasionally developed in enforcing the rules and covenants, especially in the relatively unique (for Taberna) situation in OTW.

I mentioned earlier that there was a difference in rates applicable to multi-family properties. The basic charge for Taberna is \$4 per door per month, with multi-family units calculated at \$11 per door per month. With our limited experience with the management company to date, I am not able to either defend or challenge whether that \$7 per month difference is warranted by the management company's efforts involved with OTW. I merely am describing the situation that exists.

The difference would work out to \$84 per year per OTW property charged. When the Treasurer and the Board were drawing up the budget and the resulting dues structure for 2012, we were very sensitive to the desire of the OTW community, as described to us by your committee, that basic HOA dues not exceed \$300 per year. Accordingly, we set the OTW master dues at \$295 per year, applying only \$25 of the \$84 excess charge. I believe this matter

was discussed with the OTW committee or its representatives when the Treasurer consulted with them during the budget setting process, as required by covenants.

We hope you appreciate that the Board is responsible for dealing fairly with all Taberna residents, while being sensitive to any individual community issues. In this matter, we hope we have struck a reasonable compromise to accommodate the needs of One Taberna Way, without imposing an undue strain of the rest of the community.

I hope this letter provides some greater understanding of this issue and how it was handled. I am sorry if we did not communicate it more clearly initially. If you have any questions about any of these matters or wish to discuss this in greater depth, the Board and I would be happy to do so. Please let me know how you and the residents of One Taberna Way would like to proceed.

Sincerely,

John Serungard
President

CC: John Carrigan
Fred Elsner
Katie Patnode