

Bolin Forest Phase II Homeowners' Association

Minutes of the Board of Directors meeting, Tuesday, March 8th, 2005, 7:30 pm

Board members present- Cliff Haac, Hope Wyss, John Rintoul, Gary Giles, Cameron Binnie.

Additional homeowners present: Gloria Jimenez, Victor Jimenez, Linda Haac

Minutes

Cameron made a motion to accept the minutes of the February Board meeting. John seconded. The motion was approved unanimously.

Meeting Etiquette

After the last Board meeting Cliff emailed Board members asking for suggestions on best practices for future Board meetings- to ensure that everyone is heard, that important issues can be discussed openly and comprehensively, and that an environment exists where everyone feels comfortable, even when emotionally charged issues are discussed. Having had feedback from everyone Cliff made a number of suggestions for future meeting conduct. The Board was in general agreement with these suggestions and will adopt them in future. It was noted that Town of Carrboro has a code of conduct taped to the wall during its meetings.

Suggestion for Architectural Review Process

Prior to the Board meeting Gloria and Victor Jimenez had been asked for input into the ARC review process. They presented the following list of suggestions to the Board.

Proposal to include the following into Architectural Committee Process

1. That the review process should not be more than 30 days. (Contractors, Materials, Permits, etc., have to be taken into account)
2. That a quorum of the ARC members is **the entire** ARC membership and must be physically present at the ARC meeting.
3. That the **Home Owner** submitting the "request" for ARC approval be **present at the meeting** and be allowed to participate in the discussion and be present for the vote.
4. That the minutes of the ARC meeting **must** be recorded and approved by the ARC board members.
5. That the **Home Owner** receives a copy of the approved ARC minutes.
6. That the ARC submits a copy of the ARC minutes to the Board of Directors and that the report be recorded accordingly.
7. That if the **Home Owner** disagrees with the ruling of the ARC, the **Home Owner** has the right to appeal to the Board of Directors.

During discussion of these points it was mentioned that it is sometimes quite a challenge to find times when the full Architectural Review Committee are all free to get together. It was felt that in order for the review process to move along at a reasonable pace that one of the obligations of being on the ARC was a commitment to be available when needed and without much delay.

Cliff made a motion to pass these on for the Architecture Review Committee for consideration and as they develop and refine the architectural review process. Hope seconded. Motion was passed unanimously.

Treasurer's report

Hope reported that at the HOA has \$4531.28 in the bank. All but 5 households have paid their homeowner's dues.

It was noted that homeowners' dues are the only source of income for the HOA and are necessary to pay for fixed expenditures such as liability insurance and grass mowing. While tardiness in paying is manageable repeated and long term failure to pay represents a hardship to the rest of the neighborhood. The board is putting together a process by which to collect unpaid dues.

Hope is continuing to investigate banking options for the bank account and will determine which bank offers the best deal with respect to financial services, costs and convenience and will switch banks accordingly.

Insurance

John examined a Nationwide insurance policy that offers combined coverage of \$1 million liability and \$1 million officers' insurance for \$300. Cliff made a motion that we switch to this insurance plan. Cameron seconded. Motion was approved unanimously.

April 30th Workday

Before discussion of activities for the workday John brought to the attention of the Board new information about the Bolin Creek common area. The town of Carrboro has accepted the dedication of property originally made by the Bolin Forest Limited Partnership that represents the greenway from the end of Bolin Creek Drive and extends along Bolin Creek itself 50 ft from the centerline of the creek into the common area. Access to the greenway runs from the end of Bolin Creek Drive along Day Gulch Creek to join with the greenway along Bolin Creek. This property belongs to Carrboro and was accepted in April 2001 but had not come to the attention of the Board until now. The steps at the end of Bolin Creek Drive that are in need of repair now will be the responsibility of Carrboro. Cliff will measure to see if any part of the playground is on Carrboro's land. With Carrboro now owning the property at the end of Bolin Creek drive this raises the concern about Carrboro developing access to the Adams tract through the neighborhood. Town planning staff told John that the Parks and Recreation division was in the process of developing plans for the use of the Adams Tract. Access to the Adams Tract from Bolin Creek Drive might be considered as part of that plan, although the planning staff member was not aware that any such design was currently under consideration.

Gary suggested using the workday to develop a botanical garden down by the common area by placing signs on about 30 species of plants identified by Jock Wick. The Board agreed to hold a short Board meeting on Wednesday, 6th April at the Binnie/Mollloy home specifically for budget issues and this will allow it to plan expenditure for the workday. In the meantime Gary will check into the cost of signs.

Architectural Review

Revision of the Architectural review process is ongoing. At the request of the Board Linda has written a narrative that describes intent of the Covenants and this was passed on to Gary. She also went through the Covenants to create a short bulleted synopsis in a handout form and these were distributed to the Board. For each submission the architectural integrity is weighed based on its merits. There is always face-to-face meeting, and the neighbors are also contacted. It was recognized that for legal reasons the ARC cannot approve a violation of the Covenants and the Board is not in a position to ignore the Covenants. Individuals expect them to be enforced. Gary will continue developing the process with colleagues on the ARC.

Bolin Forest Block Party

Hope talked to Meg Molloy and a number of people have been contacted to see who would like to be involved in making the party happen. A meeting will be scheduled to plan the event.

Cliff made a motion to have an executive session after the meeting. This was approved unanimously.

Adjournment

Cliff made a motion to adjourn the meeting at 10:00 PM. Cameron seconded. Motion was approved unanimously.