

HEATHERSTONE HOMEOWNERS ASSOCIATION

BOARD OF TRUSTEES Agenda

**01-15-2025
6:30pm
Clubhouse**

1. CALL TO ORDER/OPENING REMARKS

- Time: 6:42 pm
- Present: McKinzie Baker, Steve Musselman, Curtis Ogle, Terri Parker, Dean Swartz and Pam Willman.

2. APPROVAL OF DECEMBER MINUTES:

1st Motion – Pam Willman, 2nd Motion – Dean Swartz

3. PRESIDENT'S REMARKS:

- Dean expressed concerned with US Lawn regarding the snow removal.

4. TREASURER REMARKS:

- Review of December delinquency and financial reports.
 - a. The board reviewed the December financial report and the increase in costs with electricity, legal services and insurance.
 - b. The board reviewed past due fees and properties in pre-lien and foreclosure.
 - c. Steve would like a clipboard installed in the clubhouse so when Towne Maintenance comes out to do repairs they log in their services and time.

5. PROPERTY MANGEMENT REMARKS:

- Double billing of Duke Energy at clubhouse.
 - a. Curtis noticed two separate account numbers, and one is associated with lightning.
 - b. McKinzie researched further for us.
 - 1. One is for the clubhouse and the second for the lights along the pathway, roads and an overflow parking lot.
 - 2. McKinzie put in a request with Duke Energy to fix the front light along Clough Pike and a work order to look at three lights Duke owns on the roads.
 - 3. McKinzie will have Towne Maintenance look at the front entrance light and the light in overflow parking lot, near tennis court.

6. UNFINISHED BUSINESS:

- Discussed meeting with representative from Alta Fiber regarding internet service in community.
 - a. McKinzie will draft a letter to survey the residents on having Alta Fiber install fiber optic internet service within the community for the board to approve.
- Curtis announced he will finish his term as board member once his term is up at the annual meeting first quarter of the year.
 - a. McKinzie will draft a letter for the board to review and send out in February along with the annual meeting announcement.
- Clubhouse:
 - Painting is almost completed in the clubhouse kitchen.
 - Painting should start in the game room at the end of January, first of February.
 - a. Discuss plans to update some of the games.
 - Continue discussion on repair of basketball court and tennis court.
 - A piece of siding is missing from the clubhouse above the sliding glass doors by the pool.
 - a. McKinzie will have Towne Maintenance repair.

- Residential Issues:
 - Continue discussion of removal of diseased trees on community property.
 - a. Due to the weather, the postponing of tree service to look at trees behind units 248 & 250.
 - Any further discussion on updating language in Heatherstone Community manual.
 - a. Project more involved that anticipated and continuing to look through it.

7. NEW BUSINESS:

- Discussion of snow removal with U.S. Lawns.
 - a. It is generally a good idea for residents to contact Towne Properties instead of a board member in case of emergency.
 - b. The board members have contacted US Lawn services regarding the snow removal of January 5th and 6th.
 - c. McKinzie emailed US Lawn on late bill from last winter 2024.
 - 1. US Lawn advised it was overlooked. They have a new system for invoicing to streamline billing process.
- Dean mentioned the pool pump room door needs to be replaced and weather strip to make more efficient and a wall mounted heater instead of a plugin heater.
- McKinzie will check with HD Supply on door & wall mount heaters since Towne gets a discount.

8. COMPLETED BUSINESS:

- a. Review of Corporate Transparency Act
- b. The board met at the clubhouse on January 8th to register as a team.

9. ADJOURNMENT: 7:55pm

1st Motion – Curtis Ogle, 2nd Motion – Dean Swartz

10. NEXT MEETING: February 19th, 2025

