

Minutes of the Meeting of the PLHOA Board
Sunday, May 4, 2008

President John Kempter called the meeting to order at 109 Shalestone at 4:10 p.m. All Board members were present, as were homeowners Dee Campbell and, intermittently, Tamsie Hughes, who resides at 109 Shalestone. The following minutes do not reflect a strict chronological account of the meeting, but do reflect the substance of the discussion and consideration of issues, and of decisions reached.

Two corrections were made to the previously-circulated proposed minutes of the March 9, 2008 meeting, to wit: the cache of keys inherited from previous Boards currently are to be held by Ann Edwards, not simply stored in the mail station as the draft minutes reflected. Also, Ann Edwards was approved by unanimous vote of the Board to sign checks drawn on the PLHOA Prudential Money Market Account (as is Treasurer Anna Maria Ambrose). The minutes as corrected were adopted.

John reported on the mail station renewal project. One way signs will be posted soon on newly installed posts. More rot was discovered by John and Dave than previously had been suspected, but their judgment is that it will be more cost-effective to remove the decay and patch with wood filler than to attempt wholesale replacement of every board that has any decay in it. They report that the structural integrity of the building is not compromised and the approach they recommend will extend the life of the building at a reasonable cost. All Board members agreed with their suggestion. John and Dave have filled a hole in the concrete floor of the storage room and have put up shelving to get stored boxes and other items off the floor, which also will help prevent decay and discourage insects. There was also discussion of installing an electric ventilation unit in an eave of the mail station to vent excess moisture, further discouraging decay and insects. Such units are commonly thermostatically controlled to eliminate unnecessary operation when the temperature inside the structure drops. A unit could be added at any time during or after the renewal project.

John and Dave noted that the attachment of the power line to the mail station was problematic. It was noted that this was not a repair that the power company would make, and that an electrician hired by the Board would have to make the repair. Dave volunteered to contact an electrician to get an estimate.

John reported further that there was some termite infestation in the structure, but that he and Dave planned generous application of insecticide inside and out at the points of infestation to discourage the little buggers. Part of the problem is that straw and brush have historically been permitted to accumulate too close to the foundation; Dave will request of our maintenance contractor that he be attentive to keeping ground at the foundation clear.

There was discussion of the installation of a new mailbox unit. It was agreed that the most important thing is to give homeowners adequate notice of what is going to occur. John noted that there would be no significant problem with installation of the new unit because the structure was designed with installation in mind. The crucial consideration is that the new unit be the same size as the old. After discussion of a plan to leave keys for the new boxes in the old

units before the upgrade takes place, it was decided that new keys will have to be distributed to homeowners in face to face exchanges to insure that the distribution is accurately tracked and a record is maintained. Homeowners should be required to sign for the new keys. The unit identified as appropriate for our needs is manufactured by Mail Box Works and will cost approximately \$3,600 plus shipping. John and Anna Maria have researched other manufacturers and units on line and have determined that the Mail Box Works unit is a very good buy. The unit has the same number of boxes as the current unit and is shipped with two keys per box. Delivery will take three or four weeks by truck and can be delivered to the mail station and stored in it until installation.

A vote was taken and the Board unanimously approved ordering and purchasing the Mail Box Works unit. Anna Maria will use the Prudential account for the purchase. There was discussion of the outside numbering on the boxes, i.e. whether to stay with the old outside numbering based on the previous addressing system, which was based on lot numbers, or whether to change to numbering based on the current addressing system. There was consensus that keeping the numbers the same would generate less confusion, and that some homeowners might not want boxes associated with their street addresses. There was agreement that a key storage system should be implemented inside the storage room, probably a wall-mounted keyboard.

The Board briefly discussed the Adopt a Highway plan discussed at the last meeting. Dave will follow up with calls to the relevant state office.

The Board discussed contacting residents living near Christie Park about being aware of the recent vandalism to the playground and about the proper person to contact at the Sheriff's Department should they see problematic activity. The contact person is Deputy Risert. Board members volunteered to contact the residents in question as follows: John -- 210 and 212 Creeks Edge and 102 Stones Throw; Ann – 100 Nodding Oak; Anna Maria – 215 Creeks Edge and 101 Stones Throw.

With regard to Polks Center, John reported that he had talked with Glenda Topp, a representation of the developer. The developer is seeking more time to begin construction, but is not currently seeking a change in the plan. John requested that she contact him directly as events warranted and requested that she do so well in advance of any decisions that the developer or the Board might need to make.

James Atkinson and Nanette Vila, the new homeowners at 100 Creeks Edge, submitted a proposal for fencing their yard. After examining a diagram of the lot (which is attached to these minutes) and the proposed fenceline as depicted on the diagram, the Board was generally inclined to approve the project, but deferred official action until members could view the house and lot from the adjacent streets. John will contact Board members within the next week or ten days by email for a final decision so the homeowners will know where they stand.

The sale of the Polks Landing Road lots was briefly discussed. John reported that Don Basnight, the realtor with whom the Board is working, wants all Board members to sign the documents placing the lots on the market. There was discussion of raising the asking price in view of current real estate conditions in the area. When John arranges a date for the Board to

meet with Basnight, raising the asking price will be matter for discussion. If it is not necessary for the entire Board to sign the documents simultaneously, John will discuss the issue of asking price with Basnight and report back to the Board.

The Board discussed the recent brush pick up. No problems have been reported and everyone seemed pleased with the attentiveness of the contractor to doing no harm to grassy areas (a problem two pickups ago). The contractor was paid an additional \$200 both because fuel prices have risen so sharply and because he had not requested a higher fee for several years.

Anna Maria presented a written Treasurer's Report, which is attached to these minutes. She also requested that the minutes reflect the Board's consent by email between this meeting and the last to having her purge Board files of pre-1998 documents of no historical, financial, or legal significance. These included canceled checks; bank statements; insurance documents; and electricity and landscape maintenance bills. She will have the documents shredded at a free shred event, or will shred them herself.

Dave reported that he was unable to complete a new neighborhood map due to limitations in his software. Ann knows a neighbor who is a graphics designer and will ask him what he would charge to rework the map with updated information. Anna Maria will provide Ann a copy of the map to use in the discussion.

There was brief discussion of the need to clean and oil the teak bench at Christie Park. Anna Maria noted that Russell Stout had expertise in outdoor furniture maintenance. John will contact him and ask for his help. John may pressure wash the bench when the mail station is pressure-washed in preparation for painting.

There was discussion of the upcoming neighborhood picnic. The date is Saturday, June 7. After considering various times, the Board agreed on 4:00 p.m. to 7:00ish p.m. as the best balance between competing considerations of heat, insects, and childhood hunger. Anna Maria will contact neighbors who know musicians to locate an appropriate group; last year's very satisfactory group has moved. Dave will arrange for a portable toilet and will reprise last year's very successful handwashing station. John will ask Steve Whaley to cook the pig.

Staples will design a flyer. The Board ordered him to include clipart of a pig, specifically a "cute" pig. Staples reluctantly agreed. Staples will email the flyer to Dave for copying. Staples will also email an advance notice of the picnic to all homeowners on the mailing list, and will ask for a show of mouths that desire a vegetarian main course. If there is sufficient interest, he will bring a grill on which he will cook veggie burgers or similar fare sans the taint of roasted flesh. At Ann's request, John will ask Steve to remove the pig's head so she is not reminded that she is consuming the remains of a semi-sentient being.

There was agreement that several birds could be struck, if not killed, with one stone by combining key distribution, distribution of picnic flyers, and verification of information for the new map by a visit with each homeowner by Board members and volunteers. John will coordinate this effort.

Anna Maria proposed putting together a manual for new board members to prevent the loss of useful information in the transition from old to new members, the oral transmission of such information being an uncertain guarantor of future success. Everyone agreed that this was a wonderful idea. She will begin a draft.

It was noted that Anna Maria in early April had obtained unanimous Board approval by email for the shredding of pre-1998 canceled checks, bank statements, insurance documents, electricity bills, and landscaper bills.

The Board then took up the matter of letters to homeowners or renters who do not maintain their yards. All agreed that letters are sometimes not a satisfactory way of communicating with these folks; sometimes there is no response and no action taken by the resident in question. John suggested that he, as Board President, could talk to the residents in question face to face, simultaneously expressing both concern with the condition of the yard and a willingness to identify resources that might help the resident take action (saying in effect, “How can we help?”). Anna Maria has a list of resources that she will email to John for his use in these contacts. Everyone recognized that this is a matter that had to be handled with some discretion and that each situation will be different. The Board agreed that the first address for John’s contact would be 101 Fallen Log, where the resident rents from family members who own the house and lot. Board members will consider various problematic situations in the neighborhood for possible future action. Staples will look into the options if a homeowner refuses to address the problem.

The next regular Board meeting is set for September 14 at John’s house. The Board discussed the potential need for a meeting before then to deal with the sale of the Polks Landing Road lots and agreed that a mid-August meeting might be necessary (Ann will not return from vacation until August 10). John will advise the Board on the necessity for this meeting after contacting Don Basnight.

The meeting was adjourned at approximately 6:20. p.m.