

# **Sugarwood HOA Board of Directors**

## **Minutes: January 2017 BOD Meeting**

### **Call to Order**

The January meeting of the Sugarwood HOA BOD was called to order at 6:40 p.m. on 1/31/17 at 315 Big Tree Drive (Phillips' residence).

### **Directors Present**

#### **2016 Directors present:**

Ricky Bullock  
Roxana Ceausu  
Paul Hester  
Heather LaCharite'  
Tim Phillips  
Shane Pohlmann  
Ron Williams

#### **2017 Directors present:**

Brian Broadhurst  
Chet Carbaugh  
Roxana Ceausu  
Paul Hester  
Heather LaCharite'  
Tim Phillips  
Shane Pohlmann

### **Approval of Agenda**

Pro forma agenda presented by Tim Phillips and used

### **Approval of Minutes**

December, 2016 minutes unavailable for approval

Annual Meeting minutes presented for review (Will be approved at Jan 2018 Annual Meeting.)

### **Open Issues**

- 2017 Bylaws Amendment presented by Tim Phillips. All 2016 directors signed.
- 2016 Treasurer's Report and 2017 Sugarwood HOA budget presented by Tim Phillips and all approved.
- Rick Bullock and Ron Williams committed to complete all projects listed on the 2016 Outstanding Projects report
- Two street lights approved for 2017 budget are Big Tree and Broadwood locations. Paul Hester will serve as Project Manager to complete. Ron Williams recommended that the BOD not use Mitchell Electric for installation of street lights. Chet Carbaugh may be able to negotiate a lower installation cost.
- Outdoor Kitchen repair – Sharae will contact BOD in the spring when temperatures are conducive to application of sealer. There will be an additional one year warranty from date of repairs. Paul Hester will be point-of-contact with Sharae Patterson @ Patterson Design Studios.

### **Election of 2017 BOD Officers**

New officers for 2017 are:

- President: Shane Pohlmann
- Vice President: Paul Hester
- Secretary: Heather LaCharite'
- Treasurer: Brian Broadhurst

Other assigned responsibilities:

- Architectural committee: Paul Hester
- Newsletter: Roxana Ceausu
- Social: Heather LaCharite'

- Grounds/Project Manager: Chet Carbaugh
- Pool and Recreation Area Manager: Paul Hester

### **New Business**

- Transition from Shane to Brian as Treasurer: A Board Resolution may be needed to remove Roxy from bank signatory and to add Brian.
- Tim distributed the BOD personal 2017 Dues Invoices. He also distributed a sample delinquent invoice for review of the delinquency verbiage, consistent with that of the Bylaws.
- Discussion of the action that the BOD wants to pursue against residents who are delinquent with their dues.
  - Article 25, Section 8 of the Declaration of Unified Restrictions, and Article X of the 2017 provide in pertinent part, "...for the Association may accelerate, at its option, the entire unpaid balance of the Homeowner Fees and may bring an action at law against the Owner personally obligated to pay the same, or foreclose the lien against such Owner's Lot, and collection costs and reasonable attorneys' fees of any such action shall be added to the amount of such Homeowner Fees..."
- BOD will discuss the appropriate legal action in April, 2017, after we know the number and amount of annual dues delinquencies.
  - Tim stated that the BOD needs to select an attorney for HOA business. He has an idea.
- Web Site – Paul says web site is fully-functioning.
- Social – Heather distributed a survey for review. The survey is to be distributed to the neighborhood to determine the preferred method of delivery of newsletter. Pending results of the survey, the default method of delivery will be electronic, but we will still deliver paper newsletters to those who want them.
  - We discussed best method of distributing the survey, and we decided to include them with the invoices.
  - Tim will scan and include with the invoices to be issued in mid-February.
  - We discussed the need for advertising if the majority of newsletters are distributed electronically.
- Ron Williams discussed federal mandate that will be enforced by the Town of Farragut for changing our subdivision signage. The Sugarwood HOA is required to be compliant by December 31, 2018. Ron has a contact that can save the HOA 60%.
- Ron Williams recommended that, instead of adding two new streetlights for the 2018 budget, that we replace current bulbs with LED bulbs. The change is projected to reduce our expense to 1/5 of our current outlay. Chet will get a projected cost of the change.
- 2017 Meeting dates: We discussed preferred day of the week and locations for future meetings. We tentatively selected Tuesdays. February meeting: 2/28/17 at Ceausu residence. March meeting: 3/28 at LaCharite' residence.

### **Adjournment**

Meeting was adjourned at 9:09 p.m. by Shane Pohlmann. The next general meeting will be at Ceausu residence on February 28, 2017, at 6:30 p.m.

Minutes submitted by: Heather LaCharite'