

Jan 2022 Annual Meeting - Agenda

Date: Jan 30, 2022 Location: Cul-de-sac of 200 block of Pocono

Election Board of Directors (3-year term): Terms expiring: Nancy Keim, Steve Ashland, Cassie O’Niel. All are offering to stay on.

Proxies: sent to all homeowners with candidates’ names included.

Approval of **2020* Annual Meeting minutes.** Due to covid, the Jan 2021 meeting was held by email and approval of the 2020 minutes was deferred until 2022. The 2020 business reports were deferred as well and are included below.

2020 Business:

Architecture:

- A 2-story addition on Pocono (to begin in 2021) was approved Oct 2020.
- A porch/screened-in deck on the back of a home on the 100 block of Tailing Oak was approved Nov 2020.
- Re-siding (with blue-grey Hardie Plank) of a home on 100 block of Pocono was approved June 2020.

Finance: 2020 expenses \$6148; 2020 EOY balance 11,385; 2021 Budget and dues remained unchanged.

Landscaping:

Board approved \$1150 late 2020 to remove one dead pine tree. Removal was delayed until 2021.

Owner of rental on Trailing Oak responded quickly upon getting notice that their grass needed mowing.

Other: In violation of HOA and Town rules, a rental home in The Forest was being used as a for-profit business. It brought in a noticeable increase in traffic and complaints to the Board. The activities ceased without incident once the renters were simply informed that a business was not permitted in a rented-out residential home in Cary. The Board did not have to take any official action.

Social: No committee.

2021 Business:

2021 INCOME, EXPENSES

2021 Deposits

Deposit #	Count	Amount
1	55	\$5,280.00
2	14	\$1,344.00
3	4	\$384.00
	73 total	
Total deposits in 2021		\$7,008

2021 Expenditures

Paid to	Amount
Modern Organics contract #1	\$1,248.00
Modern Organics contract #2	\$1,248.00
Modern Organics contract #3	\$1,248.00
Modern Organics contract #4	\$1,248.00
Nationwide Insurance	\$620.00
Stamps (Ashland)	\$46.40
Paper/envelopes/ink (Berger)	\$61.98
Dog waste bags (Sepe)	\$100.17
Extras: Modern Organics redtip removal	\$1,157.00
Extras: Gonzalez pine tree removal	\$1,150.00
Extras: Meyrick Entrance plants and mulch	\$115.11
Total Expenditures for 2021	\$8,242.66

2021 EOY Reserve Calculation and 2022 Budget

Reserve

End of 2020	Reserve at start of year 2021	\$11,385.31
2021	Deposits (excl next-year dues paid)	\$7,008.00
2021	Expenses	-\$8,242.66
End of 2021	EOY Reserve	\$10,150.65
	Paid in Jan 2022 for landscape extras (part 2) charged from Dec 2021.	-\$2,389
31-Jan-22	Estimated reserve (excl. 2022 deposits)	\$7,762

2022 BUDGET

Income

72 homes@\$96	\$6,912.00
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Expenses

Landscape contract (12mo@\$416)	\$4,992
Insurance premium	\$620
Printing/postage/office supplies	\$150
Doggie waste bags	\$100
Social	\$200
Bank fees	\$0
Web Domain and hosting fees	\$0
Post Office Box rental	\$0
Legal/permits	\$0
Add to reserve EOY	\$0
Landscape Extras	\$850
Total Budgeted Expenses	\$6,912

(2021 Business continued)

Annual Meeting by email, January 31, 2021

- The only action item was to fill 1 open Board position. Approval of 2020 Annual Meeting minutes was deferred to 2022.
- Proxies: 20 received.
- Election: (3-year term) 17 votes via proxies for Keith Melchior; 0 write-ins. Keith remains on the Board.

Filled Empty Board Position: There was a Board position vacated back in 2019. The Directors unanimously voted to add Forest resident Cassie O'Neil to the Board to complete a 3-year position. Cassie has an interest in resurrecting the Social Committee.

Architecture:

- White painted brick: A request to paint brick veneer on a home white to "give the house a newer look" was not approved by the Board as it was deemed not to be "in harmony" with respect to style of existing homes. The requester was instructed that the HOA members would need to approve it, not just the Board, and that special guidelines would need to be drawn up and followed. The request was retracted before an official denial letter was sent.
- White vinyl fence: A non-compliant vinyl fence was installed on the 100 block of Pocono without a request being submitted. The owner was given verbal, email and text notice about it not meeting HOA guidelines and needing to be removed. In absence of a change in rules by the time of this annual meeting (Jan 30th, 2022), the owner will be given official notice and a deadline to remove the vinyl fence.
- Addition/Sunroom: A request was submitted for a home on the 200 block of Pocono in the fall, 2021. The plans were revised to meet the covenant's requirements of being "in harmony" with existing structures and standard residential building design. Approval of a sunroom on a deck on the back of the house was approved Jan. 2022.
- 2-story addition: an addition on W. Marilyn, approved by the Board in Oct. 2020, was completed to the Board's satisfaction.
- Siding replacement: Several houses had Masonite hardboard siding replaced with Hardie Plank in colors previously approved for the neighborhood.

Finance summary:

- Landscape extras: \$2,422 (dead pine, entrance plantings, red tip removal). Board approved \$3000+\$1000 for the red tip removal spread over 2021 and 2022.
- 2021 expenses: **\$8,242.66**; 2021 EOY balance: **\$10,150.65**; dues for 2022 remain the same.
- 2021 insurance invoice was less than budgeted.
- Reserve as of this meeting: **\$7,762**.
- Budget changes for 2022: add \$200 to social; reduce insurance to match 2021 expense; reduce landscape extras.

Landscaping: Landscape contract price has not changed. Extras for 2021 included: removal of one pine tree in the buffer maintained by the HOA behind 200 Pocono; replacement of red tips with Ligustrums in buffer behind some homes on the 100 block of Pocono. In the plans: put down pine straw.

Social: No committee for most of 2021. Cassie O'Neil was voted by the Board to chair the committee for 2022 with a budget of \$200.

New business:

1. Intent to have unapproved, non-compliant white vinyl fence removed.
2. Keep sidewalks clear of mud, grass, debris.
3. Notify neighbors about discarding cigar/cigarette butts in street - toxic to dogs.
4. Homeowner requests Board have homeowners remove any unused/unapproved satellite dishes.