

Titusvillage Section One Protective Association, Inc.
Board of Directors Meeting
September 22, 2015

Minutes - **Approved**

Roll Call

Amy Williams, President/Director
Vivian Freeman, Secretary/Treasurer/Director
Robert Payette, Vice President/Director
Neil Johnson, Director

Dennis Collins and Karen Collins, Community Association Managers, were present.

Call to Order – The meeting was held in the conference room at Collins Realty Group and was called to order by association president, Amy Williams, at 7:00 pm. A quorum was established.

Minutes – Reading of the minutes from the August 25, 2015, meeting was waived. A motion to accept the minutes as presented was made, seconded, and unanimously carried.

Treasurer's Report

August Financial Report – Karen Collins reviewed the report – total cash balance as of 08/31/15 was \$59,294.50.

Accounts Receivable balance as of 08/31/15 is \$7,698.95. Lots 9, 40, 69 have all paid. Lots 22 and 44 are making payments. Lot 55 did contact the attorney after receiving the final demand payment letter and said payment would be made, but none has been received. A motion to move forward with lien foreclosure and collection was made, seconded, and unanimously carried. Lot 42 has paid over \$3,000 this month; it appears he is trying to get as much paid before the foreclosure hearing on 9/28/2015. Lots 15 and 27 have not responded to letters requesting payment in full. Motions to turn both Lot 15 and Lot 27 over to the attorney for collection were made, seconded, and unanimously carried. Lot 40 paid in full as a result of the demand payment letter. All other lots that are outstanding have had late charges added and statements sent. After updating payments, the A/R balance as of 09/21/15 is \$3,883.95. Management noted that whenever past due payments are received, they are applied first to interest accrued, then to late fees, then to costs and legal fees, and finally to the delinquent assessment.

A motion to accept the Treasurer's Report was made, seconded, and unanimously carried.

Correspondence – an email and two letters were reviewed. The owner of Lot 87 has an issue with two different neighboring properties that are not being maintained. He suggested that the association make the repairs and put the cost on the owner's account. Management will send letters to the owners but is reluctant to go ahead and make the repairs because of the difficulty in

recouping the expense. The board agreed and does not want to spend association money fixing owner properties that are being neglected. Since the letters were just sent to the owners today, the board agreed to wait and see what the response is.

Management received a call from the resident in 1920 Dipol requesting that her planter bed not be sprayed with weed killer; she has her own plants and wants to maintain the area. The property is sprayed quarterly for weeds and grounds pest control. It is not advisable to spray some areas and not others. It is increasing difficult for the vendors because there is no consistency. When Massey did the spraying, there were no exclusions to spraying. After discussion, management will call her to advise that this is not an option.

Manager's Report – Dennis Collins informed the board he has inspected additional sidewalks with Southern Heritage and is waiting on a proposal. He has also arranged to meet paving companies for proposals on maintaining Dipol Courtway.

Old Business

Review from Annual meeting – Management has checked on the sidewalks that were brought up. Mr. Payette noted that under the old pest control company there was service for inside and outside, but at the meeting it sounded as though we lost that. He asked for clarification. Management stated that if someone has an issue inside, the company will come out and spray; however, if they have to do a full service to vacant units, then it will be charged to the owner requesting the service.

New Business

Mr. Johnson is now the ARC Chairman and wants to get a better handle on procedures for correcting violations and asked how it is being done now. Management walks the property for inspection of maintenance and upkeep; anything pertaining to the ARC was handled by the previous chairman. Management sent letters to owners that had issues pointed out by the ARC and/or Board. The ARC looks for violations. The last time a 'walk around' was done was back in the spring [actually was in February]. Mr. Johnson is concerned with the numerous signs being displayed, trailers parked in the driveway, homes not being painted, etc. The subject of violations was discussed. Management noted that there "are no teeth" in the documents to enforce the restrictions. Mr. Johnson will meet with Dennis Collins to come up with a plan to address these issues.

Strengthening the documents for enforcement was also discussed.

There was no other business to discuss and a motion to adjourn was made, seconded, and unanimously carried. Meeting adjourned at 8:02 pm.

Respectfully submitted September 24, 2015 by,

/es/ Karen Collins
Karen Collins