

# Overland Cove HOA

September 10, 2019 Minutes

- **Meeting Called to order by President Jerry Vickers**
  - **Roll Call by Secretary Terry Baughman**
    1. **Jerry Vickers President**
    2. **Gilles Beaumont Vice President**
    3. **Mark Dille Board Member**
    4. **Terry Baughman Secretary**
  - **Minutes of previous meeting approved by email vote**
  - **Functional Area Report**
    - **Finance Review – Report by Harry Tidwell (posted on website)**
    - **Lawn Maintenance – Report by Jerry Vickers (Attachment A)**
    - **Covenants – Report by Terry Baughman (Attachment B)**
    - **Pool/Clubhouse – Report by Gilles Beaumont (Attachment C)**
    - **Facilities Maintenance – Report by Mark Dille (Attachment D)**
  - **Board Business**
    - **Planned New Business**
      - **Motion to vote on change date of Annual Meeting to first Quarter of new year at Annual Meeting at upcoming September Annual Meeting**
        - **Motion passed**
      - **Motion modification to Policy on Delinquent Accounts (posted on website)**
        - **Motion passed**
      - **Motion to that voting rights of delinquent accounts be suspended at 9/24/19 annual meeting.**
        - **Motion passed**
      - **Motion to reinstate assessment of late fees that were suspended when transitioning to new management company (EREM).**
        - **Motion passed**
      - **Motion accept proposed installation of new A/C unit for clubhouse (cost \$8500.00)**
        - **Motion passed**
      - **Motion to make changes to Annual Garage Sale POP**
        - **Motion postponed to next Business Meeting**
  - **Meeting adjourned by President Jerry Vickers**
  - **Owner Forum**
    - **General discussion.**

**(A)**

Landscape FA Report  
9/10/19

ALM will remove weeds around clubhouse shrubs this week.

ALM will provide quote to remediate mulch/dirt volcanoes around trees. They will rent an "air" shovel which blows dirt away without digging. Then they will prune/remove roots .etc. They will recommend best time to do this.

ALM will provide quote on planting 2-3" trees to replace trees in community. They will use Stoney's guidance on how to plant. We will leave stumps in place where too hard or dangerous to dig put. They will provide quote to grind down stump where necessary and place sod. New trees will be planted closest to old tree holes as possible..

ALM recommends that weeds in new sod that WH is placing on new homes will be killed after first hard frost. Now, they will begin to cut new sod and then begin normal weed treatments over winter.

ALM will provide quote to spray grass under Common Area Fencing.

Woodland Homes has been contacted to see if they will give us the funds and let us replace trees in phase 2.

**(B)**

**September 10, 2019**

**Covenants and Restrictions**

- **Parking still an issue**
- **Erem Inspection**
  - **Shutters and mailboxes**
  
- **Website Updates**
  - **Motion form**
  - **Policy and procedures**
  - **Homeowner Info Tab**
- **ACC Updates**
  - **Woodland formally turned over all Acc Requests**
  - **Currently reviewing new request**

(C)

### **Pool/Clubhouse**

- Internet service (WOW) has been installed at the clubhouse and remote access to the access card system database is c functioning. EREM's staff has been properly trained by ACS manager.
- The access card system hardware is fully operational. A clubhouse front door magnetic locking system has been installed. Properly activated access cards can now lock and unlock the front door, similar to accessing other doors throughout the facility. Homeowners/tenants will now be able to use their access cards to access the clubhouse during their event period only. The damaged front door handle has been replaced with a new one.
- The clubhouse computer system, internet modem and router are all interconnected and secured inside a locked cabinet. An uninterruptible power supply (UPS) was installed to provide emergency electricity to the access system for approximately 5 hours to keep remote access available during power outages and minimize having to go to the clubhouse to manually reboot the system manually.
- The Access Cards distribution program has ended. All remaining access cards were dropped at EREM on September 5th.
- EREM will manage access card distribution and replacement as per clubhouse POP. Homeowners will now have to go to EREM's office to obtain access cards
- The use of security cameras for the Clubhouse Facility is still under evaluation.
- Ceiling fans at the clubhouse still need to be replaced. This project should be completed in the next two weeks.
- Clubhouse POP and Reservation Forms have been updated to conform with the updated access card system.
- Quotes for replacing the current HVAC system have been received and are ready for Board approval.

### **Pool and Fitness Center**

- In-season pool activities will end on September 30<sup>th</sup>. Pool maintenance will revert to the off-season schedule (once monthly).
- One ceiling fans in the fitness center needs replacing. The good one removed from the clubhouse will be used as a replacement since it is a perfect match.
- Otherwise, there are no significant issues to be reported.

(D)

## **Facilities Report**

### **Common Area Fencing**

- NSTR

### **Eave Light Bulb Replacement**

- Month of OCT is Eave Light bulb replacement. Please read the POP and comply with email coming soon from EREM

### **Vehicle/Trailer Storage Area**

- NSTR

### **Sprinkler Maintenance/Utilities**

- Established an Irrigation Control Committee in July
- Committee findings
  - Inefficient water distribution (Usually too much water)
    - ✓ Wrong spray patterns (spray head changes required)
    - ✓ Several water heads blocked/ improperly installed
    - ✓ Poor system designed/material
    - ✓ System has several leaks
    - ✓ Inconsistent run times
    - ✓ Homeowner involvement required
- Committee actions
  - Marked all meter boxes and system controllers
  - Making minor repairs to systems (above ground) to improve efficiency and lower water costs.
  - Goal is to fix all known problems before Winter to enhance Spring start-up procedures.

### **Pest Control**

- NSTR

### **Miscellaneous**

- Making some landscape changes at Clubhouse to improve appearance and irrigation