

Hot Springs Village Townhouse Association
Working Session of the Board of Directors
October 30, 2018

The Board of Directors Working Session was called to order by President Richard Smith. The Pledge of Allegiance was recited. Gary Smith was invited to lead the opening prayer. Board members present were: Richard Smith, Sandy Smith, Larry Patrick, Jean Woodworth, Julianne Henderson, Joan Smith, and Charles Derryberry. There were 14 audience members in attendance.

Joan Smith presented the minutes from the September 4 Working Session and September 14 Voting Meeting to be approved at the November 9, 2018 Voting Meeting.

Sandy Smith relayed that the previous accounting firm had not stopped assessing the Guadalajara Courts for the funds that were loaned by the THA to pay for the bridge replacement. Upon discovering this error, Sandy directed Best Management to move \$8,413.85 back into the appropriate account for Guadalajara's operating balance. Sandy verified for Jean Woodworth that Balboa Cove's reserve account is correct. The THA accountant, Dennis Fason, is close to completing the 2017 audit. With the new accounting firm, Best Association Management, the 2018 audit process will be back to normal.

Progress Report – See attached.

Bob Cunningham, Vice Chair of the POA Board of Directors and THA liaison, spoke about the POA RV park improvements, already in the POA budget, being started. The POA Covenants and Declarations ballots have been mailed to all owners in good standing, with a return date of November 30, 2018. The POA 2019 budget was passed by the POA Board and can be viewed on-line. The next POA board meeting is scheduled for November 30 at 1:00.

Gary Smith, chairman of the SC&C, said a new form was created for SC&C members to report infractions. There are copies of the form at the THA office. Mr. Smith said the court reps are doing a good job of reviewing their courts and reporting issues. All infraction letters are up-to-date. Gary reminded the audience that it is stated in the infraction notices that it is the owner's responsibility to call the office before the 30 days is up because the \$100.00 penalty automatically starts on the 31st day if there is no response from the owner.

There has been no activity needed by the Finance Committee since the recommendations for the 2019-2021 budget, Dennis King, chairman of the Finance Committee, reported.

Mr. King then continued on to report for the ARC. There have been a couple of deck applications with structural concerns. Also, there seem to be many more roofs being shingled in the courts than there are applications being submitted to the office. This doesn't present any monetary loss to the THA, but the uniformity of appearance is detrimental and adversely affects property values. The question of who is responsible for obtaining the approval of a roofing application arose; the owner or the contractor. It is the owner's responsibility to make sure the completed application is submitted to the office for approval. After an SC&C member (the court representative) confirms that the correct color and brand are going to be installed, the application is e-mail/faxed to the POA Planning and Inspections Department for a permit.

Jan Peterson, chair of the Nominating & Elections Committee, pointed out that there is one open position on the Board of Directors. She asked to be contacted if anyone is interested in applying, or knows of anyone who would be interested. The office can also be contacted and the info will be passed on to Jan.

Ad Hoc Collections Committee Chairman, Gary Smith, reported that accounts that are **less than 90 days** past due are virtually non-existent because of the diligent work of Melissa in the office. However, there are a number of accounts that have been past due for months and even years. All these accounts have existing liens. Gary suggested that the THA should contact First Collection Services to commence procedures to garnishee six owners with the largest amounts.

There is a townhouse in Valencia Courts whose owner has the \$100.00 monthly penalty assessed, but is still not, apparently, doing anything to correct the issues. Another unit in Desoto Courts has been abandoned and the property is visibly deteriorating. In response to questions about the THA's authority in cases like this, attorneys have said that nothing can be done unless there is a health issue. Gary Smith said he and a committee will start a dialogue with the POA to address this issue.

Discussion of derelict vehicles detailed that the POA Planning and Inspections Department should be notified of vehicles that are inoperable and/or have no license tags. The POA tags the vehicle for 30 days. If no response, the THA can contact the owner, if possible, and inform the owner, if still no response, the vehicle will be towed after 10 days. The Shell station on Calella will tow the vehicle. The claimant will pay for the towing and storage. If no claim, the Shell station can sell it.

Jean Woodworth said she feels the Board has to clarify that, with appropriate wording, the owner's responsibility is their platted lot and the THA's responsibility is Limited Common Property (LCP) when erosion issues are raised. Former Board President and townhouse owner, Bob Peterson, shared that the erosion issue has been coming up before every Board of Directors to date. Mr. Peterson said that, per the lawyer's opinion, it is the owners' responsibility on their platted property, egress and ingress. The THA handles it if a safety issue is at stake, followed by "needs". "Wants are third. The decided upon wording should be updated in the HSVTHA Rules and Regulations.

The agenda was set for the Voting Meeting on November 9, 2018 at 9:30 am here in the THA Community Center. Doug Butler made a motion to adjourn. Julianne Henderson seconded. It passed unanimously. The meeting was adjourned at 10:50 am.