

Saturday, November 19, 2022 10:00 am

Annual HOA meeting minutes

Members in attendance:

Jeff & Jill Galford – 1218

Ken Collie – 1214

Wayne Michael – 1215

Phyllis Mack Horton– 1227

Becky Bryant – 1208

Pam Street – 1220

This meeting was conducted online with Microsoft Teams. Topics discussed were:

Topic 1: The financial report for the year to date was given by Jeff Galford.

Lyon's Place Homeowners Association Inc.		
Year to Date for 2022		
Tax Category	Amount	Balance
B. Income – Dues		4,780.00
C. Exp – Office Expense	(13.86)	4,766.14
C. Exp – Prof & Legal	(1,109.00)	3,657.14
C. Exp – Property Tax	(138.30)	3,518.84
C. Exp – Repairs & Mtnce	(700.00)	2,818.84
C. Exp – Utilities	(1,000.89)	1,817.95
C. Exp - Web Site	(97.74)	1,720.21
NET INCOME		1,720.21
2021 Year End Balance		11217.88
2022 NET INCOME		1720.21
Current Balance		12938.09
Delinquent Annual Dues		645.00
Delinquent Builder Initiaion Fee		200.00
Total		845.00

After he went through the report, all questions were addressed.

1. **Q:** What is the process when someone is delinquent on the annual dues.

A: There are attempts to contact them and a second letter is sent showing what is owed. Beyond that, the only thing the HOA can do is place a lien on the property. We can charge late fees but this has never been done. The late fee allowed is not just a simple flat amount, it is tied to an APR and we have not figured out what this amount would be.

2. **Q:** If a lien is put on someone's property, does the HOA have to pay for this?

A: Yes, the HOA would need to pay for it initially but then that expense should be added to what that HOA member owes.

3. **Q:** What are the HOA dues for?

A: The HOA dues are used to pay the expenses as shown in the financial report. We only use the money for HOA business purposes so there is no income tax on what we take in.

- East Middleton Drive

As long as our road is private, the HOA is responsible for any road maintenance and repairs. If / when we are successful with our request for Butner to own the road then they would be responsible for the maintenance and repairs.

- Common areas

This includes the recent tree removal that was necessary and paying taxes on that property.

- Electric bill for the street lights
- Liability insurance for the Board members and the HOA
- Website and software
- Office Supplies

4. **Q:** Can the dues be paid online?

A: Not at this time but it could be set up with the new website.

Topic 2: Update on our road becoming public with Butner owning it was given by Wayne Michael. Wayne has talked to Butner about taking our road but lately his calls are not being returned. There was supposed to be an inspection this spring / summer but he hasn't been able to find out if that was done. He continues to work on this.

1. **Q:** If Butner owns the road, does that mean they will pay for the street lights?

A: During the meeting we were not sure but thought that Butner would also pay the utility bill for the street lights. Since this meeting, the Town of Butner was contacted and they confirmed that they would pay the street light bill.

Topic 3: Jill Galford announced that she and Jeff are resigning their respective positions on the Board effective January 1, 2023. They do not want to just dump this on someone so 2023 will be a transition year to help out whoever takes these Board positions. They will be moving out of state when Jill retires.

A management company was called to see if this was an option for us have them manage the money but the quote was \$250 per month and this is just not in our budget. That management company did bring to our attention that the Treasurer should be bonded to perform those duties. This is the only way the HOA can be protected against someone just leaving with the HOA money or it disappearing.

The Board of Directors are:

President – Wayne Michael

Vice President – Ken Collie

Treasurer – Jeff Galford

Secretary – Jill Galford