

DRAFT

Minutes of the Cates Farm HOA Annual Meeting 7pm, Tuesday, April 23, 2013

The meeting was called to order at 7:11pm by President Alex Sandifer. The meeting was held at the Sunset Creek clubhouse, at the intersection of Hillsborough Rd and Farm House Drive, about 300 yards north of Cates Farm Road.

Present: Alex Sandifer (President), Linda Browner (Vice President), Laura Pierce (Treasurer), Gary Pierce, Charles Goss, Amy Heine, Hans and Joyce Nord, and Joel Duvall (Property Manager). There were 19 proxies on record. Quorum was established.

Minutes of the 2012 meeting were approved with the following correction. Charles Goss pointed out the misspelling of his last name in the minutes (Gross).

Alex, Linda, Laura, and Jay Golden remain as officers. Looking for Secretary to replace Susan Summer. Linda Browner will approach David Henderson about serving on the Board in an at-large position.

Joel reviewed his report, a copy of which is attached and made a part of these minutes. The financial status was reviewed. Annual dues were discussed and a recommendation was to increase the HOA dues from \$132 to \$140, to partially address lighting alternatives (see below). Recommendation was approved and notices will be sent to homeowners. Suggestion that a note be added to statement regarding penalty for non/late payment.

Other business and topics discussed included:

- Architectural review committee duties to be handled by Board.
- Karen Goss will update directory with known new residents
- Lighting at entrance. Light bulbs frequently out. LED is still expensive. Joel will look at other options to replace the lighting system.
- Mr. Riggsbee, owner of the property behind Cates Farm Road, had discussed with Joel his plan to do some clean up work and minor fence repair.
- Sprinkler system function. Are we having any problems? System check should be done.
- Laura requested that Rachel send financial statements automatically each month to her.
- Crime statistics. Chris Atock of the Carrboro Police had provided Charles Goss with a website which reports crime statistics. Recommended to have this link on our HOA website.
- The fence at the entrance is deteriorating and will need repairs. Should consider other options from the current materials.
- Storm water ditch (between 111-113 Garden Gate) needs cleaning. OWASA indicates it is the HOA responsibility, and not the town's. Suggested to ask O'Mara, our landscape maintenance firm, to add an annual check of the ditch to their routine.

The attendees enjoyed cookies and fruit. The meeting was adjourned at 7:58pm.