

AMHOA Annual General Meeting Minutes
Covenant Community Church
11 Rocket Drive
Asheville, NC 28803
July 24, 2021
9:00 AM

Call to Order at: 9:10am

Neil King

- Board Attendees: Neil King, Amy Wallace, Paris Eldridge, David Urion, and Ken Lugo
- General member sign-in sheet attached

Welcome New Owners:

- Chris and Rhonda White - 27 Mountain Mint Dr
- Tom & Dina Helock - parcel at the hairpin turn on Wildflower Cove Dr
- Devin and Haley Campanella - 110 Mountain Creek Dr
- Chris Lollis and Chelsea Erickson - 115 Wildflower Cove Dr
- Scot and Dawn Lloyd - 40 Mountain Azalea Dr
- Richard and Taylor Kromer - Lots 48 (part) and 49 Lady Slipper Trail

Financial Report

Neil King

- Pete Goodson traveling and unable to make meeting. Neil King delivered the financial report
- Please see the attachment titled "AMHOA Budget vs Actual FY 2020-21" for further details
- Income for period: \$103,181
- Expenses for period: (\$114,578) over budget (\$11,397) primarily due to snow/ice removal
- Cash on hand as of 6/30/21: \$125,949
- Reserve balance as of 6/30/21: \$55,330
- Carryover funds from FY20 \$70,619
- King noted that all members were current in dues payments
- **Motion by Joni Lawler and seconded by Doris Pace to approve financial report. Approved unanimously by members by raised hands**

Audit Report:

Neil King

- Annual audit was performed by Lake Wylie Tax and Accounting. Books were found to be in compliance. Copies were distributed to those requesting.

Road Maintenance Report:

David Urion

- David Urion acting as interim Chairperson due to Joanne Milbourn's resignation presented the road report (see attached Policy/Protocol for Winter Road Maintenance and Road Maintenance Report)
- Went over winter maintenance budget by \$13,131 due to above average ice events and over salting roads. Higher elevations experience more extreme conditions
- Didn't get a lot done on the two-year road plan due to COVID and contractor availability.
- We have seen more community response to our road needs and volunteer support.
- Parking lot at mailboxes has been expanded. Thanks to Bo Wallace and Ronnie Johnson's assistance
- **Motion by Mike Carrier and seconded by Holly Lugo to approve road maintenance report. Approved unanimously by members by raised hands**

Gate Report:

Ken Lugo

-
- Past year resulted in numerous gate damages caused primarily by contractors. People are still trying to sneak into gate behind other people. If residents know they are going to have contractors in and

out throughout the day, they should let Ken or Bo Wallace know so they can open the gate for the day to avoid issues.

- The Board has attempted to recover the costs directly from the responsible parties with limited success. Subsequently, the Board began invoicing owners for damages resulting from their contractors as provided by the covenants and collected accordingly.
- **Motion by David Urion and seconded by Jerry Milbourn to give Ben Boren a onetime forgiveness for damaged gate costs since he wasn't notified until 8 months after the incident. Approved unanimously by members by raised hands.**
- **Motion by David Urion and seconded by Jerry Milbourn to identify, notify, and invoice property owners within 45 days of the gate being damaged if damage was caused by their respective contractor, subcontractor, vendor, or guest. Approved unanimously by members by raised hands**

Election of Officers:

Neil King

- Concerns were raised regarding the Board appointment of Jerry Milbourn as Vice President due to the resignation of Joanne Milbourn. The Board was polled by email and voting was not unanimous as required in Article V, Section 8 of the Bylaws. After considerable discussion Joanne Milbourn moved for the Board to convene while votes were being tallied and settle the issue. Motion was seconded by Joni Lawler. A majority of members present approved by raised hands 17/8 (proxy votes included).
- Concerns were also raised regarding the eligibility of Barbara Bennett as a candidate for Treasurer due to her contractor cutting the road to extend electrical service to her property without approval. This issue was addressed in writing by the Board and no formal response was ever received. A great deal of discussion regarding this matter ensued and Barbara Bennett acknowledged her responsibility to repair the road at her expense.
- **Motion by Dave Morrison and seconded by Ray Nazare to declare Barbara Bennett a member in good standing and eligible as a candidate for Treasurer. A majority of members present approved by raised hands 12/3.**
- Board recessed at 11:52 am while votes were tabulated to settle VP issue.
- Board reconvened at 12:26 pm
- Amy Wallace and Ken Lugo tabulated votes. Results are as follows:
 - Jerry Milbourn voted in as vice president unanimously by board
 - Neil King voted in as President
 - Barbara Bennett voted in as Treasurer
 - Assessments for the new fiscal year 2021_2022 remain the same as FY20
 - Dues are due within 30 days of this meeting

Budget- New Fiscal Year 2021-2022:

Neil King

- Please see the attachment titled "AMHOA FY2021-22 Budget Options" for further details
- **Motion was made by Dave Morrison and seconded by Doris Pace to approve the FY2021-22 budget including road maintenance. Approved unanimously by members by raised hands**

Disposition of Reserve Funds:

Neil King

- Carryover funds from FY20 are \$70,619
- **Motion by Joanne Milbourn and seconded by Dave Morrison to approve the disposition of carryover funds to fiscal 2021_2022 and apply to road repairs. Approved unanimously by members by raised hands**

Open Forum:

- Mark Tokay: Some people don't pay assessments. Astor Ridge does not pay assessments. Suggests a road use fee of those that use the road but not in AMHOA. Unjust enrichment.
Neil King: We've taken this to small claims court, and it was denied
- Mark Tokay: Based on experience, would like two signatures required on all checks
Neil King: Bills are paid by on-line bill pay for the most part. Requiring two signatures is a big encumbrance and not effective.
- Mark Tokay: Has issue with Facebook. Do we have a website for the community? Needs to have all documents available.
Jerry Milbourn: FaceBook is not endorsed by the Board for communications. The HOA website is the source for official business, communications, and documents.

Adjournment:

- **Motion by Jerry Milbourn and seconded by Joni Lawler to adjourn the meeting**

Meeting adjourned at 12:52pm

Attachments:

AMHOA AGM Sign-in Sheet
AMHOA AGM Agenda
AMHOA Financial Summary-2020/2021 Fiscal Year Ending 6/30/21
AMHOA Budget vs Actual FY2020-21
AMHOA Policy/Protocol for Winter Road Maintenance
AMHOA Road Maintenance Report FY 7/1/20-6/30/21
AMHOA FY2021-22 Budget options
AMHOA Reserve Funds
AMHOA Notice of Annual General Meeting 7/24/21
AMHOA 2021-2022 Ballot (Corrected)

AMTTOA AGM

7/24/21

Rhonda White
Chris White

Ken Lugo

Amy Wallace

Neil King

Regal King

Jerry Milbourn

Lance Milbourn

David Union

Devi Camparella

Haley Hartline

Paris Eldridge -

Joni Lawton

Hony Lugo

Barbara Bennett / Ronnie Johnson

Ave Morrison

James "BO" Wallace

Ray Mayore

Ann Gabrielsen

Murray Tokay

Doris Pace

Ben Bowen

Rita Clement

MIKE CARRIER

Daya Singer

ALPINE MOUNTAIN HOMEOWNERS' ASSOCIATION
ANNUAL GENERAL MEETING

July 24, 2021
9:00 AM

COVENANT COMMUNITY CHURCH
11 Rocket Drive
Asheville, NC

AGENDA

- | | |
|--|------------------------------|
| 1. Call to order | Neil King |
| ✓ 2. Welcome new owners | Neil King |
| ✓ 3. Financial report | Neil King (for Pete Goodson) |
| ✓ 4. Audit report | Neil King (for Pete Goodson) |
| 5. Other reports | |
| ✓ a. Road maintenance | David Urion |
| ✓ b. Gate | Ken Lugo |
| 6. Election of officers/assessment approval | |
| a. Vote tally | Amy Wallace/Ken Lugo |
| 7. Budget - New fiscal year 2021_2022 | Neil King (for Pete Goodson) |
| a. Approval of Road Maintenance Budget | |
| b. Approval of General Budget | |
| c. Approval of disposition of residual monies from 2020_2021 fiscal year | |
| 8. Open forum - (Limited to 3 minutes per speaker) | |
| 9. Adjournment (Board meeting follows) | |

Alpine Mountain Home Owners Association, Inc.

P.O. Box 202
Black Mountain, NC 28711

DATE: July 24, 2021
TO: AMHOA Membership
FROM: Neil King (for Pete Goodson, Treasurer)
SUBJECT: Financial Summary - 2020/2021 Fiscal Year ending 6/30/21

In Pete Goodson's absence from the General Meeting Neil King presented the financial reports. The following is a summary. Budget vs Actual report attached.

TOTAL INCOME FOR THE PERIOD:	\$103,181
TOTAL EXPENSES FOR THE PERIOD:	\$114,578
General Expenses:	\$ 20,902
Road Expenses:	\$ 93,676
NET INCOME FOR THE PERIOD:	(\$11,397)
CASH ON HAND IN CHECKING as of 6/30/21:	\$125,949
RESERVE BALANCE as of 6/30/21:	\$55,330
Bridge Funds	\$18,000
General Expenses	\$9,965
Road Expenses	\$27,365
CARRY OVER TO NEXT YEAR:	\$70,619

Alpine Mountain Homeowners Association
 Budget vs Actual FY 20-21
 Year End
 July 23, 2021

	Actual	Budget	Over/Under
INCOME			
Gate Remotes	248	0	248
Monies Collected	75	0	75
Administrative Dues	95,522	101,525	(6,023)
Finance Charges	2,336	0	2,336
Road Impact Fees	5,000	0	5,000
TOTAL INCOME	103,181	101,525	1,636
EXPENSES			
General Expenses			
Accounting	2,400	3,000	(600)
Electricity & Misc Operations	1111	970	141
Gate	11,186	1,000	10,186
Insurance	745	750	(5)
Legal	83	500	(417)
Trash Removal	5377	5,305	72
Total General Expenses	20,902	11,525	9,377
Road Expenses			
Berm Mowing/Trimming	2,650	3,000	(350)
Culver & Tree Maintenance	4,000	7,000	(3,000)
Road Repairs	69,895	76,000	(6,105)
Winter Maintenance	17,131	4,000	13,131
Total Road Expenses	93,676	90,000	3,676
Total Expenses	114,578		
Total Income	103,181		
Net Income	(11,397)		

ALPINE MOUNTAIN HOMEOWNERS ASSOCIATION

Policy / Protocol for Winter Road Maintenance

Winter road maintenance has a limited budget each year.

The association only provides snow/ice removal for paved main roads. This includes Scroops Drive. Removal is based on how severe the weather event is and how long it is anticipated to last. If merited, roads are usually plowed and ice melt applied as soon as practical.

When/if severe weather is a threat, home owners are permitted to park their cars at the Wildflower side mailboxes and use their utility vehicles to get up and down the mountain.

The AMHOA road committee is charged with determining at what point snow/ice removal services will be requested. Committee members represent all sides and levels of the community's mountain roads. The members will confer with each other as well as with other property owners who can report on varying conditions to make a determination of service need. Given available funds, the committee strives to make sound judgments, knowing that everyone will not always be satisfied.

In general, guidelines include:

- Anticipated snowfall in excess of 2-3 inches
- Temperatures forecast to drop to and stay below freezing for greater than 2-3 days
- Treatment of certain sections, e.g. S-curves on Wildflower, may necessitate treatment while other sections may not
- Forecasted back-to-back events, e.g. snow today of 1" followed by snow couple days later of 1-2"

In summary, the association's guiding principle is safety balanced against available funding. Property owners should be prepared to stay in place during minimal snow/ice events.

ALPINE MOUNTAIN HOMEOWNERS' ASSOCIATION
ANNUAL GENERAL MEETING

July 24, 2021 – 9:00 am

ROAD MAINTENANCE REPORT
Fiscal Year 7/1/2020 – 6/30/2021

1. Road Committee 2020-2021

- a. Members: JoAnne Milbourn (Chair), Mike Carrier, Anthony Thogmartin, Bo Wallace, David Urion
- b. Committee Functions & Objectives (ByLaws Article IX, Section 3):
 - i. Prepare & present a five (5)-year plan for road maintenance for approval to board prior to annual meeting
 - ii. Present monthly updates to board on progress of plan; and based on budgeted funds, prioritize road maintenance and communicate repairs, work, etc.
 - iii. For routine maintenance, seek to obtain (2) quotes when practical, and select best bid based on quality, price and proof of insurance
 - iv. Approve and coordinate proposals for road maintenance
 - v. Respond to emergency circumstances in coordination with board President
- c. Work Efforts:
 - i. Implement road maintenance for berm & ditch work using 2019-2020 funds
 - ii. Secure contractor for leaf blow of ditches and winter maintenance
 - iii. Assess road, berm & ditch work needs for use of 2020-2021 funds
 - iv. Develop initial two (2)-year plan for road maintenance
 - v. Initiate priority categorization with goal to evolve to a five (5)-year road plan; includes safety, erosion control, secure & repair roadsides/shoulders, respond to community growth

2. Road Expense Tracking (as of June 30, 2021)

	Budget	Actual	Difference	Comments
Berm Mowing & Trimming	\$ 3,000	\$ 2,640	\$ 360	Summer 2020
Culvert & Tree Maintenance	\$ 7,000	\$ 4,000	\$ 3,000	Fall 2020
Winter Maintenance	\$ 4,000	\$ 17,131	(\$13,131)	See item 3 below
Road Repairs				
2019-2020 Residual Funds Carried Over	\$ 74,015	\$ 69,895	\$ 4,120	Items remaining (LST bank stabilization, rip rap distribution)
2020-2021 Funds	\$ 76,000	\$ 0	\$ 76,000	Planned Work Timeframes Ditch/berm Work Aug 2021 Paving Sep 2021 Ditch/berm Work Winter 21-22
TOTALS	\$164,015	\$ 93,666	\$ 70,349	Residual Funds to Carry Forward to 2021-2022 FY

3. Winter Maintenance

- a. Overage due to high cost of ice melt (\$10,924), eagerness to keep roads clear, and increased # of ice and snow events (7)
- b. Recommendations to reign in costs
 - i. Develop & communicate a more comprehensive winter road policy (see attached)
 - ii. Purchase storage building & ice melt (estimate \$11 per bag)

4. Road Maintenance Current Planning

- a. Most current maintenance assessment process has yielded the ability to create a 2 year plan which can then become a rolling 2-3 year plan going forward.
- b. Due to significant contractor unavailability, priority 1 road repairs were not able to be executed prior to June 30, 2021.
- c. Initial estimates on expenditures, which are expected to revise upward, based on summer assessment, funds available and road committee/board decisions.
 - i. Priority 1 (using 2020-2021 residual carryover funds) = \$64,055
 - ii. Priority 2 (using anticipated 2021-2022 budget funds) = \$65,330
- d. Breakout by type of work is ~ 75% asphalt paving & 25% berm/ditch work.

Alpine Mountain Reserve Fund

	<u>6/30/20</u>	<u>Funds Used</u>	<u>6/30/21</u>
Bridge Funds	\$ 18,000		\$ 18,000
General Expenses	\$ 9,965		\$ 9,965
Road Repairs	\$ 35,365	\$ (8,000)	\$ 27,365
Total Reserve Funds	\$ 63,330	\$ (8,000)	\$ 55,330
			\$ 0
Road Expenses Carryover	\$ 74,015		\$ 70,619
			\$ 0
Grand Total	\$ 137,345	\$ (8,000)	\$ 125,949

NOTICE OF ANNUAL GENERAL MEETING AND ELECTION

JULY 24, 2021 - 9:00 AM

This years Annual General Meeting will again be held at Covenant Community Church located at 11 Rocket Drive, Asheville, NC. Due to lingering, though relaxed COVID-19 concerns, those attending are encouraged to wear masks. **Please remember to bring a chair.**

This past year has welcomed many new property owners and several homes are under construction, or near completion. Your Board of Directors has been hard at work to address the needs of our neighborhood, not the least of which of course are the roads. The past two years have seen abnormal amounts of rain. These weather conditions, and extensive construction traffic, has taken a toll on the drainage ditches, berms and road surfaces. As a result, the 2019_2020 road maintenance budget has largely been spent on repairing the ditches, culverts and berms. Your road committee, chaired by Joanne Milbourn, has worked diligently to implement these repairs and assess the additional needs requiring attention within the 2020_2021 road maintenance budget. We are in process of finalizing the scope of these repairs, getting final estimates and selecting contractors. Hopefully the 2020_2021 repairs will be completed by early fall and will include more re-surfacing work.

Included with this notice is this year's Ballot together with a self-addressed, stamped envelope for your use. **Please return your Ballot by mail in time for it to reach us not later than July 16, 2021.** Ballots will remain unopened, brought to the meeting and placed in the ballot box. Ballots will be opened and tallied at the meeting at the appropriate time on the agenda by our Vice President, Joanne Milbourn and Secretary, Amy Wallace.

Your current Board of Directors through June 30, 2021 is:

President	Neil King	(term expires June 30, 2021)
Vice President	Joanne Milbourn	(term expires June 30, 2022)
Treasurer	Pete Goodson	(term expires June 30, 2021)
Secretary	Amy Wallace	(term expires June 30, 2022)
Directors at-large	Paris Eldridge	(term expires June 30, 2022)
	Ken Lugo	(term expires June 30, 2022)
	David Urion	(term expires June 30, 2022)

This year, while we have no vacant Director positions, we do have two (2) officer positions up for re-election. Neil King has agreed to run for a second term as President, and Pete Goodson has also agreed to run for a second term as Treasurer. At the time of this mailing the Board has not received any nominations for these positions. However, if you would like to tender a nomination for these positions (you or someone else) you may write in that name. By doing so would also indicate a vote in favor of said nominee. Keep in mind Officers/Directors must be owners and in good standing. As these positions are officers of the Board, it is especially important that a brief resume be submitted with the nomination and ballot. The resume should state qualifications and/or past experience of the nominee relevant to serving in the respective capacity. The Board reserves the right to review, accept, or reject such nomination. This review will be conducted by the current Board at the General Meeting and considered as part of the ballot counting.

As always we encourage more volunteer participation from the membership, especially new owners. While there has been more over the past year, we still need help with areas such as the Fire Wise Program, our website, community activities and work events, and last (but not least) community relations/activities.

It is my sincere hope that the coming year will see marked improvement in the quality and safety of our neighborhood and most importantly; a solidarity amongst our membership towards goodwill, appreciation and support.

Hope to see you at this years Annual General Meeting.

Best Regards,

Neil King, President

ALPINE MOUNTAIN HOME OWNERS ASSOCIATION

2021_2022 BALLOT (CORRECTED)

Officer positions up for election this year for two-year terms expiring June 30, 2023 are President and Treasurer. The following slate is therefor offered for your approval. No other eligible members have opted to run for election to these positions as of the date of this mailing.

Also, two options for dues for the upcoming fiscal year have been recommended and approved by the board. Whichever dues option receives the most votes will be the dues for the 2021 - 2022 fiscal year. Please note that dues last year were held flat with the prior year. Your Board encourages you to vote for a very modest increase to help us keep up with increasing costs of materials and labor.

		In Favor	or Write In
For President	Neil King	_____	_____
For Treasurer	VACANT		_____

2021_2022 ANNUAL DUES

OPTION 1: In Favor _____

Lower Neighborhood \$ 1,209.00 Upper Neighborhood \$ 1,554.00

OPTION 2: In Favor _____ (2% inflationary increase)

Lower Neighborhood \$ 1,233.00 Upper Neighborhood \$ 1,585.00

VOTING BY PROXY:

Proxy voting is intended only as a provision for owners who will not be attending the annual meeting to designate another qualified owner to vote on measures introduced from the floor during the meeting. **It is not intended to grant voting authority in lieu of voting on those matters included in this ballot.** Therefor you must return this ballot with your vote(s) for those matters included herein. If returned without a vote, **EVEN IF A PROXY IS DESIGNATED,** your vote will not be considered.

Should you wish to grant proxy to a current Association Board officer/director, or another Association member, who will be present at the Annual Meeting to vote your preference(s) on other issues that may arise from the floor, please indicate the name of that person below.

Name (please print): _____

OFFICIAL BALLOT NUMBER: _____

NUMBER OF VOTES: _____

NOTE: According to the Association Bylaws, only members who have paid last years' dues in full by June 15, 2021 are eligible to vote.