

AMHOA Board Meeting
Covenant Community Church
11 Rocket Drive
Asheville, NC 28803
July 24, 2021
Following the Annual General Meeting

Call to Order at: 1:09 PM

Neil King

- Board Attendees: Neil King, Jerry Milbourn, Amy Wallace, Paris Eldridge, David Urion, Ken Lugo

Election of Officers/Directors:

Neil King

- President - Neil King, term expiring 6/30/23
- Treasurer - Barbara Bennett, term expiring 6/30/23
- Please see attachment titled "AMHOA Board of Director's Terms dated 7/24/21"

New Budget & Assessments-fiscal 2021/2022

Neil King

- Please see the attachment titled "AMHOA FY2021-22 Budget Options" for specifics
- As a result of the election, the 1209/1554 will be utilized for FY21-22

Discussion of AGM Results

Neil King

- Discussion tabled until next meeting

Committees:

- Please see attachment titled "AMHOA Committees Memo"
- Neil King recommended that the following committees be formed:

Elections:

- Jerry Milbourn appointed as chairperson of election committee.
- Jerry Milbourn to select two other members to serve on his committee with him
- Please see attachment titled "AMHOA Committees Memo dated 7/20/21"
- Please see attachment titled "AMHOA Election Protocol Memo dated 7/18/21"

Audit:

- Neil King appointed himself as chairperson of the audit committee
- Neil King will ask Holly Lugo and Doris Pace to serve with him on this committee
- Please see attachment titled "AMHOA Committees Memo dated 7/20/21"

Formation of both the Election and the Audit Committees were approved unanimously by the board

Roads:

- Need to fill vacancy of chairperson on the road committee-due to Joanne Milbourn resignation
- David Urion has volunteered to be the chairperson in the Interim until a possible replacement is found
- Neil King recommended Mike Carrier, Anthony Thogmartin, Mark Tokay, and Dave Morrison for road committee members. This composition includes 2 members from each of the Lower and Upper Neighborhoods
- Please see attachment titled "AMHOA Committees Memo dated 7/20/21"

David Urion as road committee chairperson approved unanimously by the board

Final determination of committee members was tabled until next meeting

Selection of General Counsel

- Neil King suggests that the board retain general counsel in response to the Wallace legal issues
- Retention of General Counsel had not been done in the past
- Board meeting to discuss this issue will be scheduled next month

Neil King made a motion that he and Jerry Milbourn should confer on an attorney and the motion was seconded by Ken Lugo and approved unanimously

Meeting Schedule for 2021-2022:

- Please see attachment titled AMHOA 2021_2022 Board Meeting Schedule dated 7/24/21
- Both Barbara and David may have a conflict with the suggested August meeting
- Jerry Milbourn suggests that going forward, we have a meeting right before the Annual General Meeting and a small meeting right after.

Motion made by Neil King to approve all dates for FY21-22 board meeting dates except for the August one and David Urion seconded and approved unanimously

Adjournment:

- Motion was made by Ken Lugo and seconded by Jerry Milbourn to adjourn the meeting.

Meeting adjourned at 1:32pm

Attachments:

AMHOA Board Meeting Agenda
AMHOA FY2021-22 Budget Options
AMHOA Board of Director`s Terms dated 7/24/21
AMHOA Committees Memo dated 7/20/21
AMHOA Elections Protocol Memo dated 7/18/21
AMHOA 2021-2022 Board Meeting Schedule Memo dated 7/24/21

AMHOA BOARD MEETING AGENDA

July 24, 2021

**Covenant Community Church
Asheville, NC
Immediately following AGM**

- 1.** Call to Order - Role Call
- 2.** Election results
- 3.** New budget & assessments - fiscal 2021/2022
- 4.** Discussion of AGM results
- 5.** Committees
 - Elections
 - Audit
 - Roads
- 6.** Selection of General Counsel
- 7.** Meeting schedule for 2021_2022
- 8.** Adjournment

Alpine Mountain Homeowners Association
 FY2021-22 Budget Options

	1209/1554 Budget	1233/1585 Budget
INCOME		
Gate Remotes	0	0
Monies Collected	0	0
Administrative Dues	94,971	96,870
Finance Charges	0	0
Road Impact Fees	0	0
TOTAL INCOME	94,971	96,870
 EXPENSES		
General Expenses		
Accounting	2,500	2,550
Electricity & Misc Operations	1,300	1,326
Gate	1,000	1,020
Insurance	800	816
Legal	300	306
Trash Removal	5,650	5,763
Total General Expenses	11,550	11,781
 Road Expenses		
Berm Mowing/Trimming	4,500	4,590
Culver & Tree Maintenance	7,000	7,140
Road Repairs	66,421	67,749
Winter Maintenance	5,500	5,610
Total Road Expenses	83,421	85,089
Total Budget	94,971	96,870
 Total Expenses	 94,971	 96,870
Total Income	94,971	96,870
Net Income	0	0

Alpine Mountain Homeowners' Association, Inc.

BOARD OF DIRECTOR TERMS

The current board as of 6/30/21 (elected at AGM on 7/24/21) consists of:

- President: Neil King
(term expires 6/30/23)
Not eligible for another term
- Vice President: Jerry Milbourn
(serving remainder of Joanne Milbourn's term ending 6/30/22)
Eligible for two (2) additional two (2) year terms
- Secretary: Amy Wallace
(serving remainder of Joni Lawler's term ending 6/30/22)
Eligible for one (1) additional two (2) year term
- Treasurer: Barbara Bennett
(term expires 6/30/23)
Eligible for one (1) additional two (2) year term
- Directors: Paris Eldridge
(term expires 6/30/22)
Not eligible for another term
- Ken Lugo
(term expires 6/30/22)
Eligible for one (1) additional two (2) year term
- David Urion
(serving remainder of Amy Wallace term expiring 6/30/22)
Eligible for two (2) additional two (2) year terms

- Board consists of 4 officers and 3 directors at-large
- President and Treasurer:
 - Elected in odd numbered years
 - 2 year terms not to exceed 2 consecutive terms
- Vice President and Secretary:
 - Elected in even numbered years
 - 2 year terms not to exceed 2 consecutive terms
- Directors at large:
 - 2 year terms not to exceed 2 consecutive terms
- Officers or Directors serving out an unexpired term; such term is not considered a term under the 2 term limit.

Alpine Mountain Home Owners Association, Inc.

P.O. Box 202
Black Mountain, NC 28711

DATE: July 20, 2021
TO: Board of Directors
FROM: Neil King, President
SUBJECT: Committees

I would like to propose the following resolutions with regards to Committees according to the Bylaws:

Article VIII - Committeess, Section 1 - Other Committees. Committees not having and exercising the authority of the Board may be designated by a resolution adopted by majority of the Directors present at a meeting at which a quorum of Directors is present (a quorum of the Board is a simple majority; in our case 4 Directors constitute a quorum, see Article V, Section 10 - Quorum.) Unless otherwise provide in the resolution, members of such Committees shall be members in good standing, and the President shall appoint the members thereof (except for members of the Road Maintenance Committee described in Article IX of the Bylaws, which members shall be appointed by the Board of Directors)

Resolution 1: To adopt/form an Election Committee (*see Bylaws, Article VI - Election of Directors and Officers, Section 1 - Election Committee*) to perform the functions described in the Covenants and Bylaws pertaining to same. As this Committee does not have, nor may it exercise, the authority of the Board; the President shall appoint the members thereof. As President, I appoint Jerry Milbourn as Chairperson of the Election Committee for fiscal year 2021_22 and ask him to select two (2) other members to serve with him on this Committee. **I ask for the Board to adopt this resolution.**

Resolution 2: To adopt/form an Audit Committee (*see Bylaws, Article XI - Books and Records, Section 2 - Audit*) to perform the functions described in the Covenants and Bylaws pertaining to same. As this Committee does not have, nor may it exercise the authority of the Board; the President shall appoint the members thereof. As President, I appoint myself as Chairperson of the Audit Committee for Fiscal 2021_22 and ask Holly Lugo and Doris Pace to serve with me on this Committee, subject to these members being willing to serve. **I ask for the Board to adopt this resolution.**

Resolution 3: To fill the vacancy created by Joanne Milbourn's resignation as Vice President and Chair of the Road Maintenance Committee (*see Bylaws Article XI - Road Maintenance, Section 3 - Road Maintenance Committee*) by appointing David Urion as Chair of the Road Maintenance Committee. Members of the former Road Maintenance Committee included, Bo Wallace, David Urion, Mike Carrier and Anthony Thogmartin. There was no representation from the Lower Neighborhood. Therefor, as part of this resolution, Its further recommended that Mark Tokay, Dave Morrison, Mike Carrier and Anthony Thogmartin serve on this Committee with

David Urion, all of course subject to these Committee members being willing to serve. David Urion has already expressed his willingness to serve as Chairperson. **I ask the Board to adopt this resolution and ratify selection of those members included therein.** Should any of the proposed members decline to serve, the prospective Chairperson is asked to bring forth to the Board replacement nominations for Board approval.

Alpine Mountain Home Owners Association, Inc.

P.O. Box 202
Black Mountain, NC 28711

DATE: July 18, 2021
TO: Board of Directors
FROM: Neil King, President
SUBJECT: Election protocols

Pursuant to the terms of our Bylaws the following protocols relate to the handling elections of Directors and Officers.

- The President shall appoint an Election Committee not later than the first Saturday of April prior to the Annual Meeting. **[Article VI - Section 1]**
- To be eligible a Member must be in good standing, willing to serve and submit with their request a statement of qualification to the Secretary. **[Article VI - Section 2]**
- To be included in the ballot for the election at the Annual Meeting, the individual must submit to the Secretary the request and statement of qualification not later than May 1, in anticipation of the Annual Meeting. **[Article VI - Section 3]**
- Secretary transfers all requests and statements of qualification received to the Chair of the Election Committee. The Election Committee verifies that request(s) and statement of qualification(s) have been received in the allotted time and also confirms with the Treasurer the Member(s) are in good standing. In addition, (i) the Election Committee may in its discretion solicit individuals (who are otherwise Members in good standing) to stand for election for any position or positions, and (ii) if a request and statement of qualification has not been received in the allotted time for any particular open position, the Election Committee shall solicit individuals (who are otherwise Members in good standing) to stand for election for such position. The Election Committee assembles the ballot consisting of those individuals who meet the submission requirements, as well as any individuals solicited by the Election Committee who have indicated a willingness to serve if elected. The ballot shall contain a brief statement of qualification (as mutually agreed by the individual and the Election Committee) for each individual standing for election. Individuals shall be listed alphabetically by last name for each position, and no indication shall be given whether the individual submitted a request or was solicited by the Election Committee. **[Article VI - Section 4]**
- Nominations shall be accepted from the floor at the Annual Meeting and shall be considered in voting, provided any individual so nominated is a Member in good standing and states a willingness to serve if elected. **[Article VI - Section 5]**
- At all Meetings of Members, except for the election of Officers and Directors, all votes shall be by a show of hands. The vote shall be by ballot for Officers and Directors. For purposes of confidentiality and integrity of the election, ballots shall be issued to the voter with an

envelope having an identifying number or mark that will permit the Treasurer to verify the eligibility of the voter or the absentee ballot. Completed ballots shall be delivered to the Secretary in such envelope and received by the Secretary by mail or by hand prior to such vote. The Secretary shall transfer all such envelopes to the Chair of the Election Committee for tabulation. **[Article VII - Section 1]**

- At any Annual Meeting or Special Meeting if a majority present so requests, any question may be voted upon in the manner and style provided for election of Officers and Directors. **[Article VII - Section 1]**
- At all Meetings, Members entitled to vote may vote either in person or by one or more proxies authorized by a written appointment of proxy duly signed by the Member or by his or her duly authorized attorney in fact; proxies may be for a particular Meeting, for a specific action or via a general appointment of proxy. A proxy is void if it is not dated. A proxy is valid for eleven (11) months from the date of its execution, unless it specifies a shorter term. Provision shall be made for absentee ballots for the Annual Meeting. **[Article VII - Section 1]**
- To be in good standing and qualified to vote a Member must not be in arrears in excess of ninety (90) days in payment of either the Annual Road Maintenance Assessments, Annual General Assessments and Special Assessments. **[Article VII - Section 2]**

Alpine Mountain Home Owners Association, Inc.

P.O. Box 202
Black Mountain, NC 28711

DATE: July 24, 2021
TO: Board Members
FROM: Neil King
SUBJECT: 2021_2022 Board Meeting Schedule

Proposed Board meeting schedule for the new fiscal year:

Tuesday, August 17, 2021
Tuesday, October 19, 2021
Tuesday, January 11, 2022
Tuesday, April 12, 2022
Tuesday, June 14, 2022
Annual General Meeting: Saturday, July 16, 2022

Times and place TBD