

WHITE BIRCH CIRCLE HOMEOWNER'S ASSOCIATION  
BOARD MEETING JULY 18, 2022

The White Birch Circle HOA quarterly Board meeting took place at the home of Dwight Morgan. Present were: Lindsey Breeden, President; Sanaa Farran, Treasurer; Stephen Leggett, Facilities Administrator; Dwight Morgan, Secretary.

- **Order/Quorum** – The meeting was called to order at 3:00 PM by President Breeden and a quorum was present.
- **Agenda** – The agenda was approved as proposed.
- **Minutes Approval** – Minutes from the April 4, 2022 Board Meeting and the June 22, 2022 Special Board Meeting were reviewed and approved.
- **Treasurer Report**
  - The Treasurer reported our current balance is \$27,370.
  - The Board agreed that we should contract with a CPA to audit 2020 and 2021 financial records. Steve Leggett will contact the CPA to initiate the audit.
  - The Treasurer has sent bill to Kirby Alton for the Landscaping that was performed at 309 WBC prior to the sale. She will continue to follow up on this matter.
- **Facilities Administrator (FA) Report**
  - The Board reviewed the Grounds Maintenance Agreement prepared by the Facilities Administrator. This contract with Lawn Innovations provides for an increase of approximately 23% over the current contract. It was noted that this is the first price increase in approximately 6 years. In view of the current inflation being experienced by all, the Board agreed the increase is reasonable and approved the proposed contract. We will continue to monitor and investigate other potential service providers.
  - The Facilities Administrator reported no progress in locating someone to perform maintenance on the pond – all contacts are significantly higher cost than our previous provider. The board discussed at length the background of the pond and various options to be considered. It was agreed that the President will contact Richland County to discuss the issues associated with the pond and determine if/where the county might be able to provide assistance.
  - The Facilities Administrator is looking forward to transferring his responsibilities in the near future and recommended that we invite a potential replacement to the next Board Meeting. The Board agreed to extend this invitation.
- **Architectural Review Committee** – There were no ARC requests this period.
- **Old Business**
  - The WBCHOA Board position for Vice President continues to be vacant. It was agreed that the Board should be more pro-active in attempting to fill this position. As such, various Board Members will make direct contact with potential candidates to seek their cooperation. Again, if you are interested and willing to serve in this capacity, please contact any Board member for more information.
  - The need for a 'Welcoming Committee' continues to persist. The function of this committee would be to welcome new WBC residents, familiarize them with 'The Circle', address questions related to By-Laws, etc. If anyone would like to volunteer to participate, please contact any Board member.
- **New Business**
  - The Treasurer proposed that the Board consider utilizing (contracting with) one individual to perform the majority of the maintenance necessary for WBC. It was agreed that the Board would consider the pros and cons of this proposal and discuss further at the next Board meeting. If this approach seems feasible and cost effective, it would be placed on the agenda for the next Annual Meeting.
  - The Secretary will pursue securing a location for the next Annual Meeting - probably to be held 11/10 or 11/17.
- **Next Board Meeting** – Monday October 11, 2022 at 3:00PM.
- **Adjournment** – The Meeting was adjourned at 5:05PM.

Respectfully Submitted,

Dwight D. Morgan, Secretary