

WHITE BIRCH CIRCLE HOMEOWNERS ASSOCIATION

BOARD MEETING APRIL 19, 2021

The White Birch Circle HOA quarterly Board meeting took place at the home of Dwight Morgan. Present were Charles Kerekes, President; Lindsey Breeden, Vice-President; Bob Anderson, Treasurer; Stephen Leggett, Facilities Administrator; Dwight Morgan, Secretary

- **Call to Order/Quorum** – The meeting was called to order at 3:00 PM and it was established that a quorum was present.
- **Minutes Approval** – The minutes from the January 18, 2021 Board Meeting were reviewed and approved with minor corrections.
- **Agenda** – The agenda was approved as proposed.
- **Treasurer Report**
  - The Treasurer provided Q1 Financial Statement that was reviewed accepted after removal of a double entry – current balance is approximately \$24,000 as of March 31, 2021.
  - The Treasurer will contact the firm responsible for HOA billing to have them add to future invoices information about Due Date and statement regarding Late Fees.
  - The Treasurer reported that there are very limited options for investing some of the Association monies. After discussion, it was agreed to leave the funds in the checking account.
- **Facilities Administrator (FA) Report**
  - A tree near the Mallet Hill entrance was removed.
  - An estimate (#4 - \$3,300) for trimming limbs and vines on Carrington Place Apartment property was discussed. The FA reported that Carrington Place currently has cash flow issues – primarily related to the Covid issue. Since repairs to our wall(s) need to be addressed now, it was agreed that the FA would contact Carrington Place to request their permission to clear as necessary at WBC expense with the stipulation that we would place a lien on Carrington Place for them to reimburse WBC once cash flow issue is resolved.
  - An estimate (#6 - \$2,975) Prepping ground and installing sod in part of the common area was reviewed and approved for the work to proceed.
  - Regarding the WBCHOA Mailbox at 300 WBC, It was noted that residents should make certain that they place any items in the ‘secure’ area of the box – not in the top area of the box – and it is not ever recommended to place cash in this box. It was agreed that the FA would investigate options to provide a more secure mailbox.
- **Architectural Review Committee** – While no formal report received, it was noted that the ARC approved an addition to the property at 336 WBC.
- **Old Business**
  - Security Update – It was noted that there still some reports regarding potential intruders. Residents should report any/all such incidents Richland County Sheriff ‘s Department so they can be authorized to access our Security Camera records
  - WBCHOA Documentation Review – No progress to report, but the project is still pending.
- **New Business** - None.
- **Next Board Meeting** – July 19, 2021 at 3:00 PM
- **Adjournment** – The meeting was adjourned at 4:00 PM.

Respectfully Submitted,

Dwight D. Morgan, Secretary