

**WHITE BIRCH CIRCLE HOMEOWNERS ASSOCIATION**  
**Board Meeting April 14, 2019**

The White Birch Circle HOA quarterly Board meeting took place at the home of Lorri Johnson. Present were Stephan Jones, President; Mike Stoudenmire Vice President; Lorri Johnson, Treasurer; Stephen Leggett, Facilities Administrator.

The minutes of the January 2019 Board meeting minutes were approved as submitted.

- **Treasurer Report**
  - Review of 2018 4<sup>th</sup> quarter Treasurer's report
  - Review of 2018 Audit report (received 2/20/2019)
  - Review of 2018 Federal and State tax forms (filed 2/9/2019)
  - Review of 2019 1<sup>st</sup> quarter Treasurer's report.
- **Facilities Administrator Report**
  - Main pump at Smallwood entrance was replaced in February due to system failure (motor locked up).
  - Spring-Green has done the late winter/early spring pre-emergent weed control application and the first fire ant treatment of the common area. Late spring weed control and fertilization is due in the next four weeks.
  - Sox and Freeman removed the three decayed wax myrtles at the north side of the Spa courtyard. Stumps were ground up below dirt levels.
  - A dying wax myrtle next to 441 WBC will be removed in the next two weeks. All wax myrtles left in the common area are beginning to decay/die out and will probably have to be removed in 2020.
- **Other Business**
  - Certified Letter to BJ Blanchard's daughter was "Refused" last week and is being returned to the Association this week. (Board assigned this item to Stephen Leggett).
  - A Lien was placed at Richland County for the Association by our attorney on the BJ Blanchard property for nonpayment of the fourth quarter 2018 assessment, and has now accrued delinquency for the first quarter 2019 assessment and pending second quarter. Late fees are accruing along with other reasonable costs pursuant to this action. (Board assigned this item to Stephen Leggett).
  - Due to the fact that Stephan Jones will be moving out of state once he closes on his house, he submitted his resignation as President effective immediately. As stated in the bylaws, the Vice President (Mike Stoudenmire) shall be appointed to fill out the remaining length of his term by the Board.
  - With the resignation of Pat Lovit, the board now has two vacancies (Vice President and Secretary). It was suggested that a letter be sent to all residents asking for help to fill these vacancies.
  - Discussion was held on the possibility of hiring an accountant to perform the Treasurer's duties.
- **Follow up Items**
  - Open letter to all residents asking for help in filling vacancies on the Board (Mike Stoudenmire).
  - Follow up on hiring accountant to perform Treasurer's duties (Lorri Johnson/Stephen Leggit)
- **Meeting Adjourned**
  - Next meeting date TBD

Respectfully Submitted

Mike Stoudenmire