

OAK RIDGE MEADOWS TOWNHOUSES HOMEOWNERS ASSOCIATION, INC.  
ANNUAL MEETING OF MEMBERS  
JANUARY 10, 2018  
Corrected February 27, 2018  
Approved March , 2018

MINUTES

A meeting of the Oak Ridge Meadows Townhouses Home Owners association was held on January 10, 2019. President Mary Gear called the meeting to order at 5:44pm at the Oak Ridge Meadows Clubhouse.

**Current Board members were introduced.** They include Mary Gear, President, Preston McNeil, Vice President, Adrian Alma, Treasurer, Nancy Orihuela, David Hammond, Denis Murray and Robin Amelkin. MaryAnn Joseph, Secretary, was not present. Representatives from Lambeth Management and Realty were also introduced. Scott Lambeth, President, Karen Wood and Tiffany Hanlon.

**Appointment of Meeting Secretary:** Kathy Alma was appointed to serve as secretary for the meeting.

**Community Watch Report.** Robin Amelkin, chairperson for Community Watch reported on the activities of Community Watch. The Community Watch Chair represents Oak Ridge Meadows at the monthly meeting between the police and the Community Action Committee. Oak Ridge Meadows partnered with Maple Ridge in National Night Out which is held the first Tuesday in August with a bar b que dinner from Carter Bros. attended by 64 residents from Oak Ridge Meadows and 19 residents from Maple Ridge.

Mrs. Amelkin then introduced Officer Rosann Talbert, our Community Resource Officer from the Greensboro Police Department who presented information on “Safer City Greensboro” initiative under the guidance of the police department.

**Election of Board of Directors.** David Hammond, Nominating Committee Chair briefly reviewed the nominating procedure. The candidates were introduced and made brief statements. The candidates included, Mary-Faye Gear, Preston McNeil, and Nancy Orihuela. Mr. Hammond informed the members that each of the candidates had again signed the Code of Conduct.

The floor was opened for nominations. There being none the president entertained a motion for the secretary to cast one ballot to accept the slate as presented. Motion by Robin Craddock, Second by Stephanie Sedberry. Motion was carried.

**Board of Directors Report.** The president noted the following accomplishments during 2017: Painting on Hearthside and lower Winters Way, repair of sidewalks, brick repair, power washing

of all sidewalks, restenciling of the parking spaces as well as painting of speed bumps, repaired parking lot on Marigold, pool deck repair and new cover installed.

A brief explanation of the results of the Hearing for a Writ of Mandamus was given along with a report that the Order issued by Judge Clark regarding a specific list of document copies to be delivered to Crayton West was fulfilled and currently there have been no questions raised regarding the contents of the documents nor any requests for further information has been received. The board considers this matter to be closed.

Damage to the upper entrance is due be repaired before the end of January. Lambeth Management continues to pursue reimbursement for the damages from the insurance carrier.

Foster Lake and Pond will be removing the fountain for repair as soon as weather permits.

**Finance Report.** Scott Lambeth was asked to address the finance report. Copies of the 2018 Operating Budget were handed out to all attendees. Mr. Lambeth reported that the annual audit of our accounts is scheduled to begin this month by our auditor Bernard Robinson. Copies of the audit should be available by request around the end of March.

Mr. Lambeth pointed out that several items in the operating budget have increased significantly for 2018 the include trash collection, landscaping, contingency fund. It was explained that the increase in the contingency fund. The board will be monitoring the operating fund monthly to assess the deposit to the capital account and whether funds are available to deposit some of the funds withheld from the last quarter of 2017 into the capital account.

A motion was made by Robin Amelkin to ratify the budget as presented. The motion was seconded by Adrian Alma. The motion carried.

**Architectural Control Committee.** The committee had 39 requests during 2017 for architectural changes of which 35 were approved and 4 requests were rescinded. The requests ranged from storm door replacement, window replacement, decks rebuilt, pergola installation along with some landscaping and fences replaced or installed.

**Pool.** A thank you was extended to all of the volunteers who served as pool closers for the 2017 pool season. These volunteers ensure that the pool is well maintained, and ready for the next day. For 2018 there will not be a pool attendant on weekends it will be up to the community to enforce the pool rules for the safety and comfort of all.

**Club House.** Robin Craddock reported that there were 27 rentals. The number of rentals was down from the previous year.

**Seasonal Decorations.** Margaret Prevette reported that the wreaths had been refurbished and that sprays of greenery along with red bows were hung on the lamp posts along Oak Ridge

Meadows Drive. New artificial trees were added to the clubhouse porch along with new lights added to the gazebo and wreaths at the main entrance.

A thank you was extended to Ray and Andrew Oaks from Lambeth Management for their assistance installing the decorations as well as preparing the clubhouse for the annual meeting.

**Open Forum.** Questions from the members were entertained.

1 A question asked if in hindsight was the litigation frivolous? The president answered that there were differences on both sides regarding requests for documents. The process has improved communication with Crayton West and the Association.

2. An inquiry about receiving multiple copies of mailings since he owns multiple properties. Mr. Lambeth stated that the mailing list is being reviewed to eliminate duplications where possible.

3. The issue of dog owners not consistently picking up after their animals was raised. A suggestion was made to install additional pet stations in areas such as Summer Place, Christmas Place and the upper courts of Yellowbell and/or Marigold Way. An additional suggestion was made to investigate the cost of requiring DNA testing on all dogs.

4. A request from a homeowner to remind residents that during freezing temperatures to please not wash cars where the water can run down the parking lots and freeze causing possible problems for residents walking.

5. A request was made to review the responsibilities of the board members and those of Lambeth Management. There is apparent confusion whether to reach out to a board member or contact management when there is a problem. The president explained that all contact should be made through Lambeth Management. They are the initial contact for any questions and/or complaints. The Board will be informed of any issues that need their attention.

6. It was pointed out that there are an increasing number of rental properties and for sale signs. A question was asked as to how many rental units do we have compared to homeowners? The president answered that most recently it was determined that there are about 30% of the units which are leased. An additional question was asked if there was a percentage of owner to rental units which could affect the HOA? The answer was that the FHA and some mortgage companies monitor the ratio of homeowner vs rental units.

7. A question was asked how or where a copy of the Board of Director minutes could be obtained. The president answered that a request should be sent to the management company.

8.. A question was asked regarding the Code of Conduct and non-board member serving on a panel appointed by the Board for a disciplinary hearing. The president explained that the panel

appointed by the Board for a disciplinary hearing is a confidential hearing where there are no minutes taken. All members of the panel agree to maintain confidentiality.

9 A question was raised regarding the certificate of insurance provided by the dishonesty policy asking to see a copy of the actual policy. Again, the president stated that such request should be submitted. The president explained that Mr. Lambeth has always had a fidelity bond in place, however, the amount of coverage was raised this year. The board has never in the past had a fidelity bond as the members of the board do not have direct access to the funds of the Association. However, this year the board did purchase such coverage.

The meeting at this point disintegrated into a shouting match with an accusation made by Shana Gordon-Cole that the president has stolen monies from the association and that she was in possession of documents proving such theft.

The meeting was adjourned at 8:14 pm by the president.