

RIVERBEND PROPERTY OWNERS ASSOCIATION

Board Meeting July 14, 2020

6:00 PM

Held via Zoom Conference call in accordance with COVID-19 regulations

Call to Order

Ken Jordan, President, called the meeting to order at 6:01PM. A quorum was declared with Dawn Lytle, Bennett Porche, and Jim Campbell, Finance Committee Chair, attending via ZOOM. Kim Gissendanner was absent from this month's meeting for personal reasons. The Agenda was accepted as presented by all three Board members.

Old Business

1. Delinquent accounts and activity – formally assigned by the Board to Jim Campbell, Finance Committee Chair, to work in conjunction with Black, Slaughter, Black to finalize collections or lien/foreclose properties.

Infrastructure -

2. A proposed 90-day contract for road maintenance from our current provider, James Robbins, was presented by Dawn Lytle. The original contract for one year was not accepted by the Board as we worked toward obtaining 3 competitive bids.
 - a. Accepting a 90-day contract provides us with weekly oversight by the contractor and prioritization in his work schedule. After discussion, a motion was made to accept the contract, it was seconded and approved by all Board members present. The contract will run August – October and get the roads in good condition for the upcoming winter while we continue to seek competitive bids.
3. The Board reviewed bids presented by Kim Gissendanner, for major culvert repairs at Bluebird and Falcons and work was awarded to Josh Sams. The repairs are required to replace rusting roadway culverts which are dangerously close to collapse. Work will be completed in the next 30 days.
4. New software at the main gate has been installed allowing for up to 255 area codes. All owners should be able to remotely allow visitors through by dialing 9 on their phone after the visitor calls them from the gate kiosk. New screens were installed for better directory viewing.
5. New improved cameras were installed at main gate for security. Please express your gratitude to **Kim Gissendanner** and **Marvin Wallace** for the *hours of volunteer* time needed to research and install these new cameras.

New Business

- 1) **Committee Reports**_ Reviewed by the Board with most recommendations tabled for the next board meeting in order to accomplish other agenda items.
Full Committee Reports attached.
- 2) Jim Campbell, **Finance Committee**, reported account balances at just over \$300,000 between the two managed bank accounts. This compares to just \$90,000 in bank balances at the same time last year. The Association members and Cedar Management have done a superb job of insuring our financial stability through next year.
Jim also presented an outline for projected Budget for the 2020/2021 Fiscal Year and complete year expenditures. The Board is to review and approve the Budget in August for presentation at the Annual Meeting.

- 3) A lively discussion was held regarding the topic of **Visitor passes** and Property Managers access to passes online. For security purposes, the Board decided unanimously, that Visitor passes would continue to be distributed by the Gate Staff to any owner, Property manager or designee, as long as the information on who would be occupying the property along with dates was provided. Property managers could procure the passes from the gatehouse ahead of arrival and enter the departure date for each rental as needed. Gate passes are still available to renters at the gate during normal business hours.
- 4) The Board moved to reschedule the **2020 Annual Meeting to September 12, 1:00 – 3:00PM**. With COVID-19 cases continuing to rise in North Carolina, members safety is our first priority. The Board hopes this change of date will allow for more people to comfortably attend the meeting as well as thoroughly consider all candidates for election.

Dawn and Ken to host a **Meet the Candidate Forum** via Facebook live/ZOOM call format, on two different dates in August, with the candidates in an effort for all members to pose questions.

- 5) Ken Jordan provided an update on legal action regarding Bylaw changes (adding 5th member to the Board and Board tenure) as well as common area status. Verbiage has been written for the Bylaws. Due to summer vacation schedules, there was no formal direction from legal advisors on these items.
- 6) Cedar Management Group has been formally given the required 90-day notice to cancel our contract effective October 1. The Board approved Jim Campbell and Dawn Lytle to spearhead the search effort for a new property manager. Three different companies are being vetted. The good news is, we know what we need and what we don't need from a property manager this time.

Ken Jordan called for meeting adjournment at 7:00PM, Motion made and carried.

The next Board meeting will be Tuesday, August 11 where we can hopefully, have a "Meet the Candidate" type meeting in person or via conference call so property owners can ask questions of any candidates running for office.
Accepted by

_____ **Date** _____
Kenneth H. Jordan, President, Riverbend Property Owners Assn.

_____ **Date** _____
Bennett Porche Sr., Vice President, Riverbend Property Owners Assn.

_____ **Date** _____
Dawn Lytle, Secretary/Treasurer, Riverbend Property Owners Assn.