

HERITAGE ESATES PROPERTY OWNERS ASSOCIATION

ANNUAL MEMBERSHIP MEETING

AUGUST 13, 2016

Members Present: Dean and Jean Moore; Ben and Hazeline Stroup; Bob and Trilby Wall; Robert and Janice Landen; Jimmy and Jackie Copeland; Jim and Eloise Stewart; Jerry and Adele Willard; Kay and Claude Shepherd; Buddy and Shelia Helms; Steve Alexander and daughter Beth; and Gay Cass.

Welcome: Dean Moore, President, called the Heritage Estates Property Owners Association to order at 5:35 PM following the meal at Smokey Mountain BBQ. Dean Moore, President, introduced Board members and officers as follows: Jimmy Copeland, Vice President; Jean Moore, treasurer; Janice Landen, associate treasurer; and Gay Cass, Secretary. At large Board of Directors were recognized: Eloise Stewart, Adele Willard, Rick White and Bob Wall. New property owners, Buddy and Shelia Helms and Steve Alexander were introduced. Members of the association were welcomed to this annual meeting of the HEPOA.

Treasurer's Report: Jean Moore, treasurer, presented the Financial Statement for the Association dated January 1, 2016 through June 30, 2016. Everyone present received a copy of the report and it can be seen on the website. Jean reported that she has recently received one property owners association fee and there are still 2 property owners who are delinquent in their property owner's 2016 dues. Several attempts have been made to contact these people and liens will continue to be in force against said properties. Questions concerning the financial report may be addressed to Jean.

Minutes: Minutes for the May 17, 2016 Board of Directors Teleconference meeting were distributed to the membership. There were no questions or comments concerning these minutes.

President's Report: (notes in red are secretarial comments – used for clarification)

President's Report – submitted by Dean Moore, President

President's Report to HEPOA Members

August 13, 2016

1. New HEPOA address and e911 service: Sale of the property on Timbersong prompted the need for a new address for HEPOA. The e911 office for Ashe County has assigned the Common Area the address of [302 River Sound, West Jefferson, NC](#). It also assigned coordinates for emergency response in the event of a 911 call from the area. As a result of this action, the address change has been made with accounts associated with HEPOA. The county required that the new address be clearly posted at the entrance and suggested that the

address be visible to anyone who had a river emergency and had to exit at our Common Area. This has been completed. **Please note that River Sound is officially two words.**

2. Review state maintenance of streets and mail delivery: In Brief, the neighborhood **streets** do not meet the legal requirements to be accepted by the state for maintenance. There are issues with right-of-way, the size of drain pipes under streets, not enough residences for the length of all streets, number of houses on cul-de-sacs and location of underground utilities. **Therefore, it is very important we keep our road fund.** The post master has told us that current USPS regulations **will not allow home delivery of mail.** This is especially true since the neighborhood already has central delivery **(the bank of mail boxes at the entrance).**

3. Actions discussed in the May teleconference that have been acted upon since. These actions were approved by the BOD via phone or email.

a) Approval of the renewal of director's liability insurance. Renews on August 12 and the premium has been sent to the agency. **The premium was paid on June 17, 2016.**

b) Approval to put new gravel on the Common Area drive and at the end of Autumn Run. This has been completed.

c) Approved the repair of cracks in our streets to prevent further damage. The repairs will **include the burning out of any grass in the cracks, the digging out of root debris that remains and the sealing of cracks with DOT approved hot sealant. The job includes the repair of any cracks where a paved drive meets the street.** The work might be completed this month but must be completed before cold weather. **Three estimates were secured for this work and Rex Darrell will be the contractor who has bid to do the work for \$1800 and the plans are to have the job completed before bad weather.**

d) Emergency action. HEPOA paid Stephen Hare (Chris Jordan's step-son) \$350 to clear Autumn Run of three trees blown over by the July storm. Trees were cut and moved away and the area was cleared.

4. **Issues that will require BOD action soon.**

a) An additional bank of mail boxes is needed. All available boxes have been assigned. The post master must approve the location and the unit must meet postal regulations. **A second unit will cost approximately \$1500. The unit and placement of the unit must be approved by the Postmaster.**

b) Work to correct the washing of mulch at the entrance. This occurs with heavy rains and needs attention. There are volunteers who will do the job once the cost of materials is approved. **The cost of materials will be approximately \$200 and we have volunteers who will do the work. This will require the approval of the Board of Directors.**

c) The Common Area **(which is for the use of property owners and their guests.)** gazebo roof was replaced last fall. Now the gazebo needs a new coat of stain. There are volunteers who will do the job once the cost of materials is approved. **Materials will cost approximately \$80 and this action will require the approval of the Board of Directors**

d) Repair of River Sound at the entrance to the Common Area. The asphalt is cracking and breaking due to Common Area traffic. We will ask for an evaluation from the contractor when he completes the crack repairs.

e) Rules for the use of the Common Area. There has been some abuse, mostly by renters. Right now there is nothing in place but the Bylaws grant the BOD the authority to regulate the Common Areas of the neighborhood.

By-Law Change: A motion was made and seconded that we change the address for the HEPOA to read 302 River Sound, West Jefferson, NC. Mail will be delivered to the association's box located in our "bank of mail boxes" at the entrance. (This action officially removes the Timbersong address from our By-Laws and replaces it with the River Sound address) Motion carried.

Election of Board of Directors for 2017: Jimmy Copeland handed out stamped ballots (one per lot owner) to members of the Association present. Ballots will be mailed to those not present with instructions to return completed ballot by September 15, 2016.

There being no other business the meeting adjourned at 6:30 PM.

Respectfully submitted,

Gay Cass, Secretary