

**SOUTHERN VILLAGE HOMEOWNERS ASSOCIATION, INC.**

Minutes of Board Meeting held October 19, 2010  
at the Southern Village Club

Board Members Present: Jeremy Purbrick (chair), Cindy Gudeman, Paul Rowe, Rainer Dammers

Present for Berkeley: Tony Smith

Guest: Lewis Tisher representing Community Watch

With a quorum established, the meeting was called to order at 7:03 PM.

The minutes of the August 3 Board meetings were approved.

**Treasurer's Report:** Paul Rowe reported that the financials are current and on target. To date of residents who have not paid their dues yet there are 2 residents with liens on their property, 2 with liens pending and 3 received letters giving 15 days notice.

**ARB Report:** Arun Kilara has been elected chair of the ARB. Cindy Gudeman will continue as the liaison of the ARB on the HOA Board of Directors.

**Townhome Report:** Cindy reported on Termite Coverage, Repair and Maintenance, and Alarm service. See following pages for details.

Cindy made a motion to give Berkeley permission to approve \$200 per work order if within the scope of the HOA guideline beginning January 2011. Any expense larger than \$200 would need to be approved by the Townhome committee. The motion was approved unanimously.

**Condominium Report:** there was nothing to report

**Going Green Report:** Rainer reported that the site is updated infrequently with the latest available landfill statistics and other updates. Occasionally some feedback is provided, mostly positive. Tony reported that the Manager's office gets positive feedback on the site ~once/week.

Muriel Williman, the Outreach coordinator for Orange County Solid Waste Management offered to composting education and demonstration in Southern Village – ideally during Farmers Market to have actual material to demonstrate. As the Farmers Market concluded for this year we'll pick this up in the Spring. Information about a composting class at the Solid Waste Management Administrative Office will be posted on the site.

**Manager's Report:** Tony Smith presented the Manager's Report. There have been no work orders in October. 3 work orders have been completed. The painting of the iron railings of the townhomes completed. Arlen Park landscaping starts in mid-November. All playground parks have been inspected including certification letters. Minor maintenance is required at Market Park.

Ecoscapes will be aerating & seeding the common areas the week of October 24.

Tony ask if the Board should consider an external audit. The decision was tabled for a future meeting.

The board unanimously approved to extend the contract with Berkeley Property Management for one year and put out a bid in 2011 for the Management contract starting in 2012.

Tony presented a 3-year contract for the Pond Maintenance company which had not been signed to date. The Board voted to approve the contract maintaining 2010 rates for next 3 years.

**2011 Budget:**

The board discussed the reallocation of Management fee ratio between Townhomes and single family homes. A decision was tabled for a later meeting for the Townhome committee to discuss the topic.

Paul presented the draft 2011 budget for Alleys, Courtyard, Townhomes, and single family homes. With the budget proposal and the current reserve levels the dues for 2011 could be reduced with the exceptions of Alley fees and one group of Townhomes.

The board discussed contributions to the Market Street Association.

A motion to contribute \$5000,- toward events on the green and \$0,- towards the NC Symphony concert but raise individual donations to the Symphony again as done in 2010 failed with the votes split 2:2.

The discussion on donations to Market Street Association and the approval of the budget was tabled for a follow up meeting after more detail on the request by the Market Street Association can be gathered.

There being no further business the meeting was adjourned at 10:30 PM

Townhome Update: October 19, 2010 (HOA Quarterly Meeting)

1. Townhome Committee (members present: Gudeman, Preddy, Kilara, Meyer) met October 5, 2010, with Tony and Suzanne from Berkeley and Paul Rowe (HOA Treasurer)
2. **Termite Coverage:** In 2011 the townhomes will be serviced by Termite & Pest Consultants (Raleigh). \$35 per unit (KilMor was \$36). Contract has been signed.
3. **Townhome Major Paint/Repair and Maintenance**
  - a. Westgreen: white railings will be painted early 2011, estimates are being collected
  - b. CS completed painting of the black railings. Cardinal completed the shutters, doors and wood repair
  - c. 2010 TH Major Repair, Paint & Maintenance Report/Expenses:  
  
*TH1: \$7,475.00*  
  
*TH2: \$22,182.50*  
  
*WestEnd: \$6,062.08*  
  
*Highgrove: \$20,234.42*
  - d. 2013 next major maintenance scheduled for townhomes
  - e. Board Approval: TH committee would like to give Berkeley permission to approve \$200 per work order if within the scope of the HOA guidelines beginning 2011. Any expense larger than \$200 would need to be approved by the TH committee.  
  
Paul Rowe, treasurer, has figured this into the TH budget for 2011. **BOARD APPROVED 10-19-10**
4. **Alarm/Security Update:** ADT is our current company and all systems for Highgrove and WestEnd are fine. VSC has provided us with a quote more competitive than ADT for 2011. Peggy with Berkeley is meeting with VSC on Thursday to confirm their pricing and service.
5. **Landscaping Update:** Elizabeth Preddy and Peggy (Berkeley) met with EcoScapes to review concerns re: mulching, tree trimming and general landscaping. Elizabeth will be writing up a summary for the website. A landscaping email address will be established by Berkeley. Sprinklers will be turned off for the season.
6. **Dues:** Paul Rowe, treasurer, reviewed the TH dues/budget with the townhome committee and Berkeley. To be adequately "reserved" (*adequate reserve = 200% of funds necessary to cover expenses*) over the next 10 years the following dues adjustments for 2011 are recommended by the TH committee and HOA treasurer for Board approval.

**TH1:** \$100/month (decrease from \$115/month)

**TH2:** \$80/month (decrease from \$91.04/month)

**WestEnd:** \$120/month (stays the same)

**Highgrove:** \$110/month (increase from \$96.42)

\*Note: Highgrove THs have not had a dues increase in 4 years

**\*\*\*Dues has NOT been approved pending our meeting in November when the board will continue discussing the budget including the % townhomes pay of the general HOA dues.**