

Southern Village Homeowners Association BOD Meeting Minutes**Zoom Conference****April 21, 2020 @ 5:30 PM – 6:30 PM**

Present: Susana Dancy, President
Rana Singh, Vice President
Alan Rimer, Treasurer
Susanna Trevino, Secretary
Nancy Draughon, Member at Large
Patsy Smith, Director of HOA Operations, Mill House Properties

The meeting was called to order at 5:30 PM.

A quorum was established.

Agenda approved.

No open comments.

The minutes from February 18, 2020 SV HOA BOD and SV HOA AGM minutes were both unanimously approved.

BOD Updates:**Management Contract RFP**

Susana shared that SVHOA has had Berkeley Property Management (now Mill House Properties) as the management provider for the past 10 years. The contract with Mill House is up at the end of 2020 and it is the board's responsibility to put the contract out to bid and seek proposals. Alan Rimer will head a committee of three including Rana Singh and one other past BOD member in the search. Alan will work with Patsy to get a few property management companies and he and the committee will write an RFP. SV HAO will put the RFP out by the end of May and seek responses by August 1, with a decision by the BOD to be made by October 1, 2020.

Library Kiosk

A group of homeowners submitted a request to Susana for BOD consideration to install a library kiosk at the entrance of Calderon Park. They submitted a proposal with location marked. Nancy made a motion to approve the request, Rana second, motion passed.

Cemetery

Alan is heading up a committee to assist the board in understanding what the residents would like to see in terms of caring for and possible surveillance of the cemetery in Arlen Park and the grave site behind the Courtyard Homes. This committee had a scheduled Zoom conference on Thursday March 23rd. Alan will share the minutes from the meeting. The headstones and footstones in both areas have been repaired and a large tree trunk was removed from the



cemetery in Arlen Park so the headstones could be reset to their original position. The site looks great and repairs are fantastic. Ruppert will assist in clearing some small saplings underbrush at the direction of Patsy. Alan will share the committee feedback and the BOD can decide how to best try and prevent such extensive vandalism in the future.

Budget

Alan received the latest financials from Tara on April 21. She is still working through some kinks in the reporting with new software and will work with Alana to solidify reports. It was noted a two of the condominium associations had not paid their annual Southern Village assessments. Patsy confirmed that this was the case and the Mill House was following up with those managers to collect payment. A statement with late fees will go to Southern Village residents who have not paid as of May 1st.

Common Area Plan

Susana shared that the board needed to give some further feedback for “next steps”. It was decided that the board would like to see a focus on the two “pocket” parks at the corners of Brookgreen and Edgewater and a third emphasis would be on the Edgewater Park playground. Last, Arlen park will also be included to seek recommendations as to how to improve the existing paths and overall “flow” of this park.

Manager’s Report

Townhome II painting project is completed except for a few minor repairs that were noticed by Patsy during the final walk through. Doors were not completed due to the COVID 19 restrictions, doors would have to be left opened for the contractors to finish. It was determined that this will be completed when restrictions have been lifted. The hope is that this work will coincide with the completion of Highgrove repairs and painting.

Townhome II has a limited number of roofs to be replaced on Greenview (odd number block). These will get scheduled and will hopefully occur in May.

Highgrove Townhome, THS submitted their proposal and the BOD awarded the work to THS. The proposal will be signed by the end of the month with work to begin in May.

Westend will have a final FLSA inspection on May to inspect and units that were not able to be addressed in March. Residents have been informed of this final inspection.

Davey Tree has started spring pruning and scale treatment in the neighborhood. Keith Wright is also working closely with Mill House and the city to identify trees that are dead or dying, it is typical at this time of year to notice no or limited spring growth. Davey has also had to remove a couple of trees in the common areas that did not survive the winter.



Rupert is turning on irrigation on at both the Highgrove Townhomes and Central Park. There are a limited number of minor repairs and head replacements that will take place before the systems are turned on for the season.

Benches are on order for the ponds, delivery is being worked out. Bike racks will be ordered and installed by the end of May.

ARB was meeting on the same night, nothing to report.

Patsy and Alan will work on both alley surveying and finding an engineering firm to conduct a capital improvement study in 2020 for Southern Village.

Susana mentioned the lack of website progress. It was agreed that the board and Mill House could use help on determining what exactly residents would like to see in a new website. She will send an email out community wide seeking volunteers for a website committee.

The meeting was adjourned at 6:30 PM.

The following is the 2020 schedule for BOD meetings: all meetings will be held in the conference room at 101 Market Street, Chapel Hill, NC 27516 on the second Tuesday of each month:

June 9, 2020

September 8, 2020

November 10, 2020

January 12, 2021