

THE SPRINGS AT GREENLEAF TRAILS BOARD MONTHLY MEETING MINUTES

March 18, 2025 6:00PM

Springs at Greenleaf Trails Clubhouse

Notes by Glenna Turner in Dean Coffman's absence.

Members: President Robert Rivera, Vice President David White, Secretary Dean Coffman, Treasurer Glenna Turner, Members at Large – Sandra Harriman, Claude Dill, and Kathy Stone

1. Call to Order - Present: Robert Rivera, Glenna Turner, Sandra Harriman, Claude Dill and Kathy Stone.
2. Roll Call and Quorum (minimum of 4 members) – 5 members present
3. Approval of Agenda – 1st Kathy 2nd Sandra 5 yes 0 no to approve agenda.
4. Approve of previous months' minutes – 1st Claud 2nd Kathy 5 yes 0 no to approve previous months minutes.
5. Officer and Committee Reports:
 - a. Treasurer Report – Glenna Turner Money Market \$230,055.13 Trust Fund \$108,058.64 3 homes past due on HOA Fees. 1st Kathy 2nd Sandra 5 yes 0 no to approve Treasurer Report.
 - b. Grounds – Rob Rivera and David White - Flower Beds done last week. 1st Sandi 2nd Kathy 5 yes 0 no. on grounds report.
 - c. Maintenance – Claude Dill – South walk through gate hanging up and hard to close, Claud will fix.
 - d. Clubhouse and Pool – Kathy Stone – We have a signed pool contract, we will possibly need a new filter, will see after pool uncovered. Pool company to start working on pool April 1st. Open 5/30, close 9/22. 1st Sandi 2nd Glenna 5 yes 0 no.
 - e. Community – Sandra Harriman No news 1st Kathy 2nd Claud 5 yes 0 no.
 - f. President – Rob Rivera Rob setting up time to visit HOA Managers. 1s Claud 2nd Sandra 5 yes 0 no.
6. Old Business
 - a. Two Curb issues on Mount Mitchell Lane. Get Bids for Repairs. TABLE
 - b. Mulch washing out of butterfly common area east and west. Discuss with Landscaping Max and his team will work on the issue.
 - c. Covenants For Board Members/Gather Job Description Duties TABLE
 - d. Discuss violations and process for reporting and resident notifications. TABLE
 - e. Discuss possible community survey. TABLE Board to be thinking of questions. Board would like to over communicate.

f. Plaque to be created with former board member listings. TABLE board member present didn't see a need.

g. Annual Meeting Date change? TABLE

h. Point of Contact information in Sandra's New Welcome Book good start.

i. Vendors for repairs – OK HOA Manager \$30 per hour. Rob to speak to HOA Management Company about making handyman available.

j. DRB procedures TABLE

k. Donation to Church for Annual Meeting. Approved need to mail. Completed

7. New Business

a. Clubhouse Items

i. Usage and procedure for reserving clubhouse Continue with current procedures in place.

ii. Furniture cleaning/recovering. Reviewed quote to get furniture and rugs cleaned along with recovering chairs (table) 1st Sandra 2nd Glenna, 5 yes 0 no

iii. Cleaning schedule Once a month currently working on contract.

b. Pool

i. Contract needs to be signed. Contract signed 3/14/2025. Kathy and David spoke with the pool company about expectations. They will take off cover prior to 4/1/2025. Kathy will put email out for pool committee members.

ii. Pool Budget Pool Budget included money for plants.

c. Meeting length and expectations Limit meeting to 1 hour.

d. Regaining the trust of the community. Visit sending agenda out to entire neighborhood.

e. Community Communications. Over communicate.

f. Location of keys for back gate Keys are in lock box at Club House.

g. Security for unwanted gate rings. Do not open gate if you receive a phone call from the Spring Gate and you are not expecting anyone.

h. What do we do for snow or ice problems for streets? The community does not do anything for snow and ice removal. Ask HOA Partner about possibilities.

i. Welcome Packet Sandra created new Welcome Binder with lots of information for new homeowners. This will be handed out to all new residents in the future.

8. Adjourn 1st Claud; 2nd Sandra; 5 yes 0 no.

Next Regular meeting will occur April 15, 2025 at 6 PM in the clubhouse.