

THE SPRINGS AT GREENLEAF TRAILS BOARD MONTHLY MEETING MINUTES

April 15, 2025 6:00PM

Springs at Greenleaf Trails Clubhouse

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

1. Call to Order At 6 by Rob Rivera
2. Roll Call and Quorum (minimum of 4 members) All present.
3. Approval of Agenda 1st Sandra 2nd Kathy all approved
4. Approve of previous months' minutes 1st Kathy 2nd Sandy approved 5 (2 were absent last meeting).
5. Officer and Committee Reports:
 - a. Treasurer Report – Glenna Turner
As of 3/31 237747.41 Money Market, 111,503.91 in reserves , 92161.41 bank balance.
 - b. Grounds – Rob Rivera and David White
First Mowing. Some Hiccups that have been addressed with the timing not working out as originally planned. Better communication going forward.
 - c. Maintenance – Claud Dill
South gate has been adjusted, and it now closes well. Gate between clubhouse was also checked. Door handle at the back door of the clubhouse is broken. Also someone is locking the deadbolt, so we will remove the guts so it can not be locked that way anymore.
 - d. Clubhouse and Pool – Kathy Stone
2 rentals in the last month. Both cleaned up well. Both should have gotten the deposit back, Lydia was notified. Pool pump is turned on and the water is clearing up. Looks like it will open on time with no problems. Clubhouse had most of the furniture cleaned. Grill blew over and had to be trashed.
 - e. Community – Sandra Harriman
She has been working on the welcome booklet. Minor changes made to it. Sandra visited 5 new people this week.
 - f. President – Rob Rivera
Wants to call an executive session for next week. Tuesday 6 pm.

6. Old Business

- a. Two Curb issues on Mount Mitchell Lane. Get Bids for Repairs. Quotes in new business include the curbs.
- b. Mulch washing out of butterfly common area east and west. Discuss with Landscaping. Got a bid from Max. Will discuss next meeting.
- c. Covenants For Board Members/Gather Job Description Duties. Vote to remove 1st Kathy Stone, 2nd David all approved.
- d. Discuss violations and process for reporting and resident notifications.
- e. Discuss possible community survey.
- f. Plaque to be created with former board member listings. Motion to remove by David 2nd Kathy all
- g. Annual Meeting Date change? Motion to remove by David. 2nd Glenna all
- h. Point of Contact information - Completed
- i. Vendors for repairs – OK HOA Manager \$30 per hour. – This was approved to be used by a prior board vote. Should be removed.
- j. DRB procedures
- k. What do we do for snow or ice problems for streets? David will get quotes on doing parts or all parts.
- l. Clubhouse cleaning - once a month is plenty. We will put back on the agenda if more cleanings are needed at a later time.

7. New Business

- a. Clubhouse Items
 - i. Landscaping bid for clubhouse.
Bid proposed for 1324.08 for shrubs and labor. Sprinkler work is 550 extra. Motion to do the shrubs, labor, and sprinklers for 2000. 1st Sandy 2nd Glenna Unanimous.
Motion to recover chairs for not to exceed 1500. 1st Kathy 2nd Claud all approved.
 - ii. Approval of cleaning of furniture motion to approve expense for 380 dollars 1st Kathy 2nd Glenna all approved.
 - iii. Clubhouse reservation procedure
Tabled.
- b. Pool
 - i. Pool Budget for plants, etc 200 has been donated for plants. Need a new hose 100 feet 60 dollars. Motion to buy from Kathy 2nd Glenna unanimously approved.
 - ii. Pool committee volunteers have been asked for on facebook. None responded just yet.
- c. Community Communications

Dean updated the springs email account with all the community email sources and came up with a list for everyone except one home. More discussion to be tabled.

- d. Welcome committee and first contact.

Tabled

- e. Gate changes to open both sides.

Gates have been programmed to open both sides to help wear and tear. The other option was to place a center post. GLT "HOA" did not want to do upgrades. David motions to change gates to both open. 2nd Glenna. All

- f. Late Fees and Notice of Non-Payment David motions to send out late notices to current late people with late fees. 2nd Sandy All.

- g. Street Estimates David handed out bids and explained spreadsheet. More information and bids are outstanding. So tabled to future meeting.

- h. Essential Duties

- i. Oversee the email account of the Springs of Greenleaf Trails HOA David and Dean.

- ii. Oversee and update the database and clickers for the front gate. Sandra and Glenna

- iii. Oversee the landscaping company. David and Rob

- iv. Second person overseeing the financials of community David is the second. Glenna is primary.

- v. Update and complete the process that we will use for handling violations.

- 8. Adjourn 1st Kathy 2nd Sandra. All approved.

Next Regular meeting will occur May 20, 2025 at 6 PM in the clubhouse.