

THE SPRINGS AT GREENLEAF TRAILS BOARD MONTHLY MEETING

July 15, 2025 6:00PM

Springs at Greenleaf Trails Clubhouse

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

1. Call to Order by VP David White @ 6pm
2. Roll Call and Quorum (minimum of 4 members) All Present. Quorum Met.
3. Approval of Agenda 1st Kathy 2nd Glenna - all
4. Approve of previous months' minutes Motion to approve: Sandra 2nd. Kathy - all
5. Requests to address board 10 minutes.
 - a. Rebecca Papajohn – Estate sale. Notification of intent to have a professionally run estate sale soon. David mentioned that estate sales in the past have been for deceased and has not been concessions for Living estate sales. The approval was typically only to have the gate open.
6. Officer and Committee Reports:
 - a. Treasurer Report – Glenna Turner 232004.37 Trust account. We did not receive the July balance in the board packet. We discussed moving 75,000 out of the money market to pay for the road work that is scheduled and to pay expenses for the rest of the year.
 - b. Grounds – David White
 - i. Front gates pedestrian gates are not working when it rains. Emailed PSI and CSolutions on Monday. Came out today. Worked without changes. So did some caulking on the control panels to see if that prevents it.
 - ii. Bag worms on the entrance trees. CSolutions was contacted. They will spray if needed. Said they already sprayed.
 - c. Maintenance – Claude Dill
 - d. Clubhouse and Pool – Kathy Stone
 - i. 2 rentals in June
 - ii. Pool rail covers were installed.
 - iii. Some were storing floaties in the storage room. Sent message out to remove them.
 - iv. Chairs being recovered currently.
 - v. Budget is over on the clubhouse by 1867.60 over budget.
 - e. Community – Sandra Harriman
 - i. Was caught up on new people. Now a new person moved into the Brown house.
 - ii. 8 more they need to verify codes and FOBs.
 - iii. New Directory went out. Thanks to Margie and Linda for putting it together.
 - f. President – Vacant

7. Old Business

- a. Two Curb issues on Mount Mitchell Lane. Get Bids for Repairs.
 - i. Will be part of the street work already planned.
- b. Mulch washing out of butterfly common area east and west. Discuss with Landscaping
 - i. No Progress.
- c. Discuss violations, fines and process for reporting and resident notifications.
 - i. Glenna and Kathy working on it.
- d. Discuss possible community survey.
 - i. Still working on the survey Sandra and Dean
- e. DRB procedures
 - i. No changes
- f. What do we do for snow or ice problems for streets? David will get quotes on doing parts or all parts.
 - i. Motion to table/remove - Kathy 2nd Sandra - All
- g. Street Maintenance
 - i. We are on the schedule. Rain keeps delaying. Will have to close half the street at the time. 12 hours to dry but depending on the weather it could be Less. David will send out details and let people know. Can not water. Will have to do half of each road per day. It will be over the course of 2 to 3 days.
- h. Cleaning Deposit and Clubhouse reservations
 - i. Motion to accept the new reservation document that Dean Sent out. 1st Kathy 2nd Glenna - all approved.
 - ii. David will send to the management company.
 - iii. Dean will upload to the Website.
- i. Pool Rules
 - i. Limiting the number of guests
 - 1. Will not limit the number of guests but will send a notice out to be considerate and to set expectations of what we expect..
 - ii. Adding rules for weather closures
 - 1. Motion to add to the pool rules that the pool is closed during rain/lightening/thunder events. Sandra 2nd Claude - All
 - 2. Will add to the signage.
 - iii. Pool Rail Covers
 - 1. This has been done.
 - iv. TV
 - 1. Approved but not done.
 - v. Signage changes
 - 1. Claude will work on getting the signs updated
 - vi. How to enforce
 - 1. Remove.
- j. New Management company
 - i. Kathy, Glenna and David will investigate.
 - ii. Glenna, Kathy and Sandra met with current management company to discuss what they do and things we may want to change.

1. They said they already sent a packet like our welcome Packet. We have not seen it and no one thinks they got it.
2. Talked about things taking too long
- iii. Glenna wants to explore other companies.
 1. She already met with Carlsbad
 2. Will also reach out to Aria.
- iv. Glenna will be working on a scope of work with Kathy.
- v. David mentioned that the increase in scope of work will increase the price of a management company.

8. New Business

a. Board Vacancy

- i. Fill President Position
 1. Sandra Hariman was nominated by Kathy Stone. 2nd Glenna. Sandra Accepts Nomination. Unanimous approved.
- ii. Fill any other positions
 1. No action needed.
- iii. Discussion to appoint another board member.
 1. Motion to not appoint another board – Kathy 2nd Claude - Unanimous

b. Lawn contract

- i. Amendments to the Scope of work.
 1. David sent out a document with these proposals.
 2. Others made suggested changes to the proposals.
 3. Kathy wants to change the flowers to 10 flats instead of 15.
 4. Mulch 500 bags currently in the SOW as a maximum.
 5. Weeding flower beds being changed to 7 times. April through October.
 6. Weekly reports being added to SOW.
 7. Adding to bid with and without bagging.
 8. Feb through November billing.
 9. Motion to accept updated SOW. Sandra 2nd Glenna -approved by 5 (Claude had to leave so was no longer present.)
- ii. Discussion of bid process for next year.
 1. Motion to not go out for bid and work with them for an acceptable bid – David. 2nd Kathy Unanimous to go forward.

c. David went over the Proposed process for solicitation of bids for all contracts approved in our May Meeting.

d. Other contracts

- i. Scope of Work Review
 1. Clubhouse cleaning
 2. Pool
 3. Both Tabled to next meeting.

9. Adjourn to Executive Session Kathy 2nd Glenna

Next Regular meeting will occur August 19th, 2025 at 6 PM in the clubhouse.