

# HOA Board Meeting Minutes

March 25th, 2024

## Attendees

### Board Members

- Caleb Oosterhouse - President
- Anthony Ferguson - Vice President
- Jordan Dahmen - Secretary
- Robert LaRocca - ARC Committee Liaison
- Angela Staller - ARC Committee
- Clare Kristofco - ARC Committee
- Jenny Arnold - ARC Committee
- Paul Ayers - ARC Committee

## Next Meetings

- April 15th @ 6:30pm at Duncan's Ridge Community Lot
- May 15th @ 6:30pm at Angela's home
  - Jenny has kindly offered to be Secretary for Jordan.

## Minutes

### Board Does Training for Gmail, Google Drive, and Teams

- Anthony notes issues with too many people logging into Gmail.
- Anthony notes that Gmail permits only one forwarding address. Co-owners of the board email account will need
- Anthony and Caleb lead everyone in onboarding to Google Drive to view HOA documents.
- Anthony and Caleb lead everyone in onboarding to Microsoft Teams.

### Discussion of Communication Through Teams and Polls

- Andrea (CAS representative) has given us mixed feedback on voting via digital medium.
- Anthony proposes

### Community HOA Board Meeting

- April 15th from 6:30pm to 7:30pm; rain day 17th.
- Paul and Clare will be leading the Tassel Ridge portion of the meeting.
  - Paul and Clare have made it clear to Brett (Holly Springs representative) that traffic will be a major issue.
  - They explained that having cars parked on the street and an absence of sidewalks greatly increases risk to pedestrians.
- Tole Bros will be building \$1.4M homes on the other side of Duncan Cook road.

- Caleb proposes bringing Tassel Ridge to the attention of Toll Bros to encourage them to become involved in the conversation with Holly Springs.
- It is proposed that Paul and Clare bring this additional “like vs like” issue to the attention of Holly Springs and Toll Bros.
- Paul and Clare will be keeping tabs on the revised Tassel Ridge plan.
- Planned topics
  - Tassel Ridge
  - Private Gated Community
  - Community Lot (Ask community what they want on the lot)
  - Community Survey (Preferred means of communication)
  - ARC Guidelines (Process)
- Communications will be provided via email.
  - Additionally, tentative plans are made to put a temporary sign on the community lot.

### Tassel Ridge

- Board expresses frustration that we have not heard anything further from ASKLaw.
- We should request an answer ahead of the April 15th community HOA Board meeting.

### Community Lot

- David Sheehan asked for cash to do the job, which is not preferred by the board.
- The board will seek another person/company to do the lot survey.
- Caleb has offered to seek out two quotes to survey the community lot.

### Google Sheets HOA Violations

- Anthony proposes having Adrea (CAS representative) submit HOA ARC violations via Google sheets to make review easier for the Board.
- Noted: Adrea has sent a message to the incompetent home dictating that the exterior (facade + grass) of the home must be completed 30 days after notice is received.
- Rob has offered to reach out to Adrea so that we get a clear definition of what “completing the exterior” means.
- Board tentatively agrees to a fine unfinished home as soon as possible, if owner fails to heed violation letters.

### ARC Guidelines

- Currently, some of the ARC guidelines conflict with the Covenant.
- It would be nice to have the Covenant and ARC guidelines as editable documents. Currently formatted as crude PDF files.
- Caleb identifies a number of other issues that will likely need addressing.
  - Solar panels, fences, trees, etc.
- Anthony offers to convert documents to Word format.

### Meeting Critiques

- Critiques
  - None 😊
- Sustained
  - Appreciated printed notes.
  - Keep using a living agenda.

## Motions

1. **Passed** Jordan puts forward a motion to approve previous meeting minutes.
2. **Passed** Anthony puts forward a motion to use majority vote via Teams, unless one or more Board members request further discussion in person.
3. **Passed** Jordan puts forward a motion to hold a community HOA Board meeting on April 15th from 6:30pm to 7:30pm
4. **Passed** Caleb puts forward a motion to set April 17th as a “rain day” for the community HOA Board meeting.
5. **Passed** Caleb puts forward a motion to have CAS submit violations via
6. **Failed** [motion]
7. **Passed, contingent** [motion]

## Action Items

- Reach out to Toll Bros about  
Assigned to: Paul  
Due: April 1st, 2024
- Reach out to Holly Springs about Toll Bros development.  
Assigned to: Clare  
Due: April 1st, 2024
- Caleb will find two quotes to survey the community lot.  
Assigned to: Clare  
Due: April 15th, 2024
- Michelle will reach out to CAS and ensure that dues were paid up correctly, and verify that lean was collected.  
Assigned to: Clare  
Due: April 15th, 2024
- Michelle will determine where \$400 for the lot survey will come from.  
Assigned to: Clare  
Due: April 15th, 2024
- Anthony will convert Covenant and ARC to Word files.  
Assigned to: Clare  
Due: April 15th, 2024