



**BELEWS LANDING HOA
BOARD OF DIRECTOR MEETING**

May 1, 2012

- I. Establish Quorum
Members in attendance: Steve Black, John Hansen, Jan Keeney, Brian Siemon, and Bonnie Wrisley. There were eight residents and one development company employee in attendance in addition to the five Board members.
- II. The minutes from the March 29, 2012 meeting were read and approved.
- III. President's report: Deferred
- IV. Vice President's report: Deferred
- V. Treasurer's Report: The HOA has \$91,799.00 in total assets and expenditures are in line with expectations. The Duke lease is paid in full until April of 2013. (See attached for full report.) Portions of funds have been designated as reserve funds for future pool, road and general expenses.
- VI. Secretary's report: No outstanding minutes.
- VII. Old Business
 - a. Gate: The exit gate for Crow's Nest has been staying open for the last two weeks. All other issues with this gate have been resolved. As of this date, there is not maintenance agreement in place. The former gate warranty has expired. The HOA paid \$1,500 for protection from lightning strikes.
 - b. Clubhouse/pool: Pool construction is progressing and the target for opening is Memorial Day, weather permitting. The development company has agreed to pay all maintenance costs, including trash collection, for the first year of operations, then, transfer the facilities to the HOA in April of 2013. The development company expects to continue to influence and/or make policy decisions as long as fiscally responsible for the facility operations. The HOA will inquire as to a liability rider on the current insurance policy to be paid for by the development company. It was noted that insurance premiums will be impacted by the number of votes held by the development company. Rules covering the clubhouse and pool were submitted for review and the following changes suggested: General (6) – eliminate smoking at any time; Pool Rules (3) – state a specific age instead of "responsible adult." It was also suggested that private parties using the clubhouse after 11:00 p.m. be advised to keep their music to a reasonable level. The HOA will be responsible for pre- and post-inspections for private parties, and for periodically cleaning the clubhouse. Pool and clubhouse rules will be posted outside in the pool area and residents may be asked to sign a statement that they have received a copy of these rules prior to receiving their

key card. As there is no pool maintenance company designated, Brian Siemon will be trained by ADI to care for the pool. Bathrooms will be open 24/7 and security cameras will be installed for viewing via the internet. The HOA will determine the legality of surveillance of private parties. HOA members will open and unlock the clubhouse daily.

- c. Street lights: Bill Greco will check on this.
- d. Clubhouse interior decorations: Both interior and exterior furniture has been ordered and will be paid for by the development company. In addition, the development company is building an outdoor cooking grill for use by residents.

VIII. New Business

- a. ARC Committee Appointment: Richard Verner was appointed to serve on the ARC. The Committee members in attendance reported they have added the ARC forms to the Belews Landing website and requests may now be submitted on-line. The ARC's G-mail account will track e-mail dialogue from submission to conclusion. The ARC will copy the HOA Board on all correspondence with residents. The Board asked to see letters of violation prior to these letters being sent to residents. The HOA discussed developing an appeals process for architectural requests that are denied. This discussion was deferred to the Executive Session. The ARC plans to remind residents of the leash and golf cart rules. Residents will be asked to refrain from driving golf carts on greens in the golf course area. It was noted that some work has been done on the trails and paths in the development. Discussion ensued regarding the potential for state maintenance for Windward roads and areas of concern for the Crow's Nest roads.
- b. Directors and Officers insurance coverage: Discussion ensued regarding the need to obtain insurance coverage for the Board and the ARC. As mentioned earlier, the coverage and/or the premium is dependent on the number of votes retained by the declarant. Jan Keeney spoke with Steve Kent who stated that each individual Board member's homeowners insurance would cover each member. Jan Keeney will obtain quotes for "errors and omissions" coverage for Board members.
- c. HOA website: Austin Lewis provided samples of pages for a proposed website for Belews Landing residents. Pages include a calendar of events, a directory, clubhouse availability, clubhouse and pool rules and regulations, a photo gallery, and announcements. The site would include links to the existing BL site, information about the development company, and archives of newsletters. The Board will consider password protecting all or some pages. Austin agreed to set up and maintain the site for one year and requested a budget of \$50 toward his expenses.
- d. Lot 62: This lot was foreclosed on by a financial institution and is under contract with a new buyer. The new buyer will be required to sign the BL CCR's. The group discussed the challenges this lot will present to builders.

IX. The meeting was adjourned at 8:45 p.m.

BELEWS LANDING AMENITY SITE GENERAL OPERATING PROCEDURES

1. Belews Landing Development Co., LLC and Belews Landing Home Owners Association shall share responsibilities for the operation(s) of the Clubhouse and Pool Facilities.
2. The land, Clubhouse and Pool facilities located at 170 Starboard Court in Belews Landing Subdivision are currently the sole property of Belews Landing Development Co., LLC. It is hereby understood that the ownership of the land and all improvements thereon will be transferred to the Belews Landing Home Owners Association (Belews HOA). Prior to said transfer, Belews Landing Development Co., LLC retains the sole and exclusive right to establish rules, regulations and procedures for the operation of the Pool and Clubhouse.
3. Belews Landing Development Co., LLC shall retain the right to use the Clubhouse to further the business interests of the project.
4. Belews Landing Development Co. shall pay all normal operating costs and expenses including utilities and maintenance for as long as they retain ownership of the property and facilities.
5. Belews Landing Development Co., LLC hereby agrees to make these facilities available to all *eligible* members of the Belews HOA and their guest for their use and enjoyment.
6. Eligible Members and their Guests are defined as follows:
 - a. Any owner of property within Belews Landing Subdivision is an Eligible Member provided that:
 - i. The Owner has accepted via recorded deed the 2010 Belews Landing CCR's.
 - ii. The Owner's HOA Dues, Lakefront Assessment or other HOA related fees or assessments are current.
 - b. An Eligible Member may bring Guest(s) of their choosing, provided that:
 - i. The Guest(s) is not an Ineligible property owner at Belews Landing.
 - ii. The Guest(s) is accompanied at all times by the Member.
 - iii. The Member assumes all responsibility for the conduct of the Guest(s).
7. All Members, Guests and users of the facilities do so at their own risk, and specifically agree to hold harmless Belews Landing Development Co., LLC, its Owners, Officers and Employees, and Belews Landing Home Owners Association, its Officers, Directors and Committee Members acting in their official capacity.
8. Belews Landing Development Co., LLC has assigned the operation of the facilities and enforcement of the regulations to the Belews HOA Board of Directors.

GENERAL RULES

1. All Members, Guests and users of the facilities do so at their own risk, and specifically agree to hold harmless Belews Landing Development Co., LLC, its Owners, Officers and Employees, and Belews Landing Home Owners Association, its Officers, Directors and Committee Members acting in their official capacity.
2. All users of the facilities must abide by the rules and regulations, and their right to use the facilities may be suspended for failure to comply.
3. The Association does not provide life guards in the pool area, nor any supervision on the pool/clubhouse premises. Users of the facilities agree to do so at their own risk.
4. Vulgar language, excessive drinking, or any other conduct that endangers others or unreasonably interferes with the enjoyment of the facilities by others is prohibited.
5. Smoking is not permitted inside the Clubhouse or within the fenced pool area under any circumstances.
6. Pets are not permitted in the Clubhouse or within the fenced Pool Area. Pets on the lawn area(s) outside the fence must be on a leash, and owners are responsible for cleaning up after their pets.
7. Portable outdoor barbeque grills, smokers or fryers cannot be used inside the fenced pool area, or on the clubhouse patios / porches.
8. Guests must be accompanied at all times by the sponsoring member.

POOL RULES

1. The pool season is April 15 through September 30, weather permitting. During this season, it will be open for Members and Guests from Monday thru Sunday with normal operating hours of 8 am until 30 minutes after sunset.
2. Users of the pool facilities agree to do so at their own risk. Those without adequate skills and maturity shall not use the pool without direct supervision.
3. A responsible adult must be present at all times and supervise children 15 years of age and younger.
4. Children of Members that are 16 years of age and older may use the pool without supervision.
5. Guests of any age shall have the sponsoring member present at all times.
6. No glass containers are allowed within the pool area.
7. Trash receptacles are not provided at the clubhouse. Members and guests are responsible for their own trash removal.
8. Everyone should vacate the pool and pool area during thunderstorms and other times of inclement weather, or for any other safety related issue.
9. During normal operating hours, all users of the pool must wear swimming attire that is appropriate for a family oriented facility.
10. Infants must wear a disposable swim diaper or a diaper covered by separate rubber/vinyl pants. Children with soiled diapers shall be taken from the pool immediately.
11. Running, boisterous or rough play or other improper conducts that may cause undue disturbances or unsafe conditions on or about the pool area are prohibited.
12. Wet swimsuits may not be worn in the clubhouse.

CLUBHOUSE RULES

1. The Clubhouse is available at no charge for all HOA organized Board meetings, Committee meetings or other HOA functions as specified by the Board of Directors.
2. The Clubhouse may be reserved for private parties or functions, subject to approval by the Board of Directors. The Clubhouse may not be reserved for private parties or functions during any observed holidays, or holiday weekends such as July 4th or Labor Day.
3. Normal hours of availability for private parties are 8:00 AM to 11:00 PM daily.
4. All reservations require a completed reservation form in accordance with the rules and regulations.
5. Occupancy of the clubhouse building is limited to 50 people as dictated by current fire code regulations.
6. Use of sound systems, live entertainment, karaoke, etc. is permitted, but volumes (particularly outdoors) must be kept to levels consistent with the objectives of the Belews Landing CCR's.
7. If alcoholic beverages are present, the user and/or sponsoring member accepts complete responsibility for ensuring that North Carolina laws concerning consumption of alcoholic beverages are complied with.
8. All doors must remain unlocked and unblocked while the building is in use, per local fire code regulations.
9. The sponsoring member is responsible for cleaning the entire facility after use, including the pool and outdoor areas, if used. Cleaning shall include picking up, bagging, and removing all litter from the premises, wiping up all spills, sweeping, vacuuming, emptying the refrigerator, cleaning dishes and other kitchen items, cleaning of the bathrooms, storing clubhouse tables and chairs, etc.

PRIVATE PARTIES, MEETINGS OR FUNCTIONS

1. The Clubhouse may be reserved for private parties, meetings or functions, including the pool and patio area; however the pool cannot be reserved to the exclusion of other HOA Members and guests during normal pool operating hours of 8 am until 30 minutes after sunset.
2. Private Party Fees: a \$50 non-refundable user fee is required along with a \$200 cleaning & key replacement deposit. The deposit shall be returned to the sponsoring member upon verification that the facilities have been properly cleaned, and the key has been returned to the HOA Board of Directors.
3. The sponsoring member agrees to be responsible for any damages to the facility resulting in repair or replacement costs exceeding \$100.00 (e.g. broken light fixtures, damaged furniture, etc.).
4. Any private party, meeting or function whose primary participants are teens or minors, such as Sweet Sixteen Parties or High School Graduation Parties may be denied, or subjected to additional requirements at the sole discretion of the Board of Directors.
5. The sponsoring member must be present during all Private Parties.
6. Regularly recurring events such as Book Clubs, Bridge Club, etc., are limited to Monday through Thursday.

ADDITIONS TO THE CLUBHOUSE AND POOL RULES AND REGULATIONS

Clubhouse

- When you close up the clubhouse, lock the front, side, and back doors and interior bathroom doors.
- Sweep and mop all tile floors including the bathrooms.
- Bag and take out all trash including that in the bathrooms and replace the trash bag with a new one.
- Even when the clubhouse is rented, swimming is not allowed after 8:00 p.m. This is a Rockingham County rule.
- When renting the clubhouse it must be cleaned and exited by 11:00 p.m. You cannot go back the next day to clean because others may have made reservations for the following day.
- The clubhouse keys must be returned before 9:00 a.m. the next day to allow an inspection and possible cleanup for another event. Failure to return the keys on time will result in a fee of \$20.

Pool

- When leaving the pool, take all your items with you. We do not have a long-term “lost and found.” Items will be held for 7 days and then discarded.
- Take all trash with you when leaving. From time to time drink cans and small amounts of trash have been left. This attracts ants and other pests and sometimes the trash gets blown into the pool. If you spill food or drink, clean it up.
- Please don't drink beverages, other than water, while in the pool itself.
- Clean the grill after each use.
- Close umbrellas when you leave to avoid wind damage in case a storm arrives before the pool is closed.
- Do not use the outdoor shower as a restroom. This is very unsanitary and may cause the pool to be shut down. Violators may be asked to not return to the pool. The restrooms are unlocked whenever the pool is open for use.

Remember that violations of pool rules (especially those that deal with sanitation) could result in the pool being shut down for as long as 30 days. The rules are in place to protect against this and for the safety of our residents and their guests.