



BELEWS LANDING HOMEOWNERS ASSOCIATION 2018 ANNUAL MEETING NOTICE

The Clubhouse
June 28, 2018
7:00 PM

The 2017 Annual Meeting of the Belews Landing Homeowners Association will take place on June 28, 2018 at 7:00 pm at the Association's Clubhouse.

Attachments to this meeting announcement include:

- A Proxy agreement for those members that are not able to attend the meeting.
- Candidate Biography Form
- Proposed Consolidated Belews Landing Amenity Site Regulations

Proxy: If you cannot attend the meeting and would like to vote on the election of candidates and other business of the Association, please complete the Proxy form and give it to a member of your choice that will be attending the meeting or return it to Pauline Gordon, Cedar Management Group, PO Box 26844, Charlotte, NC 28221. Or via e-mail to support@mycmg.com

Elections: Two positions for two-year terms are open: Julia Kinlaw's term expires at the Annual Meeting and one unoccupied position. If you are interested in serving on the board, please contact Kime Herman (469-236-6182 or hermanfamily@ouhermans.com) to have your name added to the ballot. Nominations will also be accepted from the floor on the evening of the meeting.

Communications: If you, or other members that you know, have not been receiving communications from the Association or management company, please forward your current street address and email address by using the links for the HOA Newsletter and Website and for CMG that are found on the Belews Landing HOA website (www.belewslanding.org/contact.html).

HOA Annual Meeting Agenda

- Call to Order
- Election of New Board Members
- Amenity Site Regulations Consolidations
- Committee Updates
- Newsletter Update
- Old/New Business



Belews Landing Homeowner's Association
2018 Annual Meeting
Proxy

The undersigned, being the record owner of lot number _____, at the street address: _____, within the Belews Landing Homeowners Association hereby gives their proxy to _____ (name of person designated as proxy) with power of substitution. The proxy is hereby authorized as the owner's attorney-in-fact for the limited purpose of casting such owner's vote(s) and exercising any and all rights appurtenant at the 2018 Annual Meeting called for on June 28, 2018, and any adjourned or continuation of the 2018 Annual Meeting.

Executed this _____ day of _____, 2018

Owner's Mailing Address

Signature of Lot Owner

Printed Name of Lot Owner

Please give this original proxy to the person you have designated.



Belews Landing Homeowners Association List of Accomplishments 2017–2018

Board of Directors

Todd Herman (President), Julia Kinlaw, Mark Koczenasz, and Roy Montague

- 2017 completed year under budgeted expenses.
 - Continued open communications and maintained a positive relationship with the development company.
 - Restarted HOA Newsletter.
 - Current balance of unsold lots: 10 lots in Crows Nest, 3 lots in The Estates, and 1 lot in Windward.
 - Continued actions to recover back dues and push for sale of lots from a home builder that owes more than \$28,000 in late assessments.
 - Communicated Crows Nest special gate codes to local Emergency Services.
 - Proposed combined Belews Landing Amenity Site Regulations for common areas, pool, and clubhouse.
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Architectural Review Committee

Lisa Boles (Chair), John Mallard, Tracey McCorkle, and Karyn Narlow

The following member requests were reviewed by the ARC and approved:

1. Lot 47 Leeward – Landscaping
 2. Lot 48 Leeward – New Construction
 3. Lot 101 Keel – Deck Extension
 4. Lot 35 Widows Walk – Patio Addition
 5. Lot 76 Starboard – Front Door Replacement
 6. Lot 58 Windjammer – Outdoor Kitchen/Dining Area/Firepit
 7. Lot 71 Starboard – Screen Porch Addition
 8. Lot 97 Keel – Landscaping
 9. Lot 76 Starboard – Recreational Equipment
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Clubhouse and Pool Committee

Roy Montague (Chair), Sandy Bohland, Lisa Boles, Linda Sanders, and Brian Siemon

- New fan was installed on the patio.
 - Additional fee of \$15 was added for all clubhouse rentals to provide periodic professional cleaning.
 - Pool was opened on May 12th; slight delay due to cold weather.
 - The clubhouse was rented 10 times this year for birthday parties, graduation parties, and a wedding anniversary party. Community groups that use the clubhouse regularly are the book group, the ARC, the HOA board, and the social committee.
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Communications Committee

Lisa Boles (Chair), Kim Herman, and Austin Lewis

Newsletter

- Restarted the newsletter in October 2017.
- Currently publishing the newsletter every other month in 2018.

Website (www.belewslanding.org)

- Several webpages were revamped with a new color scheme and new fonts.
- Minutes of meetings and new documents were added as they became available.
- The *Directory of Homeowners* has been updated numerous times.
- The *Timeline-History* section has been updated.
- Statistics (June 1, 2017 to May 31, 2018)
 - Total number of sessions = 3,254 (average 9 per day)
 - Number of users = 1,853
 - Number of page views = 7,167
 - Website was viewed by people in 38 different states (61% NC) and 34 countries (59% USA)

Facebook Page (www.facebook.com/BelewsLanding)

- Anyone can post on our page and postings by HOA members are encouraged.
- 160 people “Like” our Facebook page.

Email Blasts

- We continue to send information to our homeowners concerning upcoming meetings, social events, and advertisements.
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Crows Nest Roads and Gate Committee

John Mallard (Chair), Rick Craig, David Drugman, and John Loucks

Crows Nest Roads and Gate Reserve Fund:

2017 Year-end balance	\$108,692
2018 Estimated income	\$ 29,165
<u>Gate repairs and maintenance</u>	<u>\$ 2,198</u>
Estimated available funds year end	\$135,659

Gate Maintenance

- Annual preventive maintenance on slide gate operators.
- Install new circuit board and adjust open limits.

Planned Action Items

- Continue to monitor road conditions.
 - Evaluate actions and timing around lot build-out for road repair or replacement.
 - Evaluate future repair costs and appropriate funding levels.
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Landscape and Environment Committee

Michael Bayley (Chair), Vicki Hedrick, and Karyn Narlow

Michael recently left the neighborhood, so the committee now has two members.

- Conducted a request for quotation for landscape services.
 - Completed the selection process, adding a higher level of coverage and support.
 - Finalized 3-year contract for landscaping and grounds maintenance support.
 - Recommended and proposed updated landscaping for front entrance, but was not approved by the board in the annual budget.
 - Planted annuals at entrances and major intersections in May.
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Social Committee

2017: Sarah Bailey (Chair), Julia Kinlaw, Deborah Mallard, and Amy Rider

2018 - Eddie Walker (Chair), Helen Camp, Andrea Lanum, Michael Lanum, Donovan McCorkle, and Tracey McCorkle

A big thanks to both committees for the value they have added to the neighborhood.

Activities:

- Wine Down Wednesday
 - Super Bowl Party
 - New Year's Party
 - Wine & Suds Night
 - Memorial Day BBQ – More than 70 homeowners in attendance
 - Ice Cream Social in June – More than 45 homeowners in attendance
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Welcoming Committee

Carol Dobosy (Chair)

It has been a busy year. The following are those who have joined our community:

- Lot 8. Cynthia White, 277 Yardarm Ct.
 - Lot 25. John and Cherisse Hutcherson, 350 Crows Nest Dr.
 - Lot 34. Stephen and Connie Coe, 130 Leeward Dr.
 - Lot 39. Ken and Kim Gwyn, 160 Widows Walk Ct.
 - Lot 51. Steve and Kelly Parsons, 333 Leeward Dr.
 - Lot 57. Kevin and Carmen Minter, 169 Windjammer Ln.
 - Lot 71. Kathy and JR Brown, 127 Starboard Ct.
 - Lot 75. Eric Moore, 127 Starboard Ct.
 - Lot 90. Johnny and Julie Johnson, 120 Keel Ct.
 - Lot 91. Jessica and Joshua Sturm, 130 Keel Ct.
 - Lot 94. Ann and Jacob Boles, 164 Keel Ct.
 - Lot 99. Chase and Morgan Hawkins, 131 Keel Ct.
 - Lot 108. Gabriella and Paula Lee, 180 Topside Ct.
 - Lot 126. Chris and Kimberly Kester, 253 Windward Dr.
 - Lot 134. Jess Savage, 159 Windward Dr.
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Meeting Minutes
Annual HOA Membership Meeting
Belews Landing Clubhouse
June 28, 2018
7:00 PM

Board Members Present: Todd Herman, Roy Montague, and Mark Koczenasz
Board Member Absent: Julia Kinlaw
Community Members: Approximately 40 members of the Association were present
CMG Representative: Pauline Gordon
Quorum: Quorum was established with more than 20% of the members entitled to vote present in person or by proxy

Following member check-in, collection of proxies, and distribution of ballots, President Todd Herman called the meeting to order at 7:08 PM.

Election of New Board Members:

- Two board positions were open and available to fill; each for a two-year term.
- No election took place as there were no nominations. The current board may appoint new board members to fill open position(s). No appointments occurred during the meeting, but the board reserved that option in the event it wants to take action at a later date.

Executive Board Updates (includes updates from previous meetings):

- A new document that consolidates the amenity regulations into one document was approved unanimously.
- The relationship with Belews Landing Development Company/Sean Long is positive overall.
- The total number of empty lots is continuing to decrease.
- The HOA newsletter has been reestablished.
- Efforts to recover approximately \$28,000 in unpaid HOA dues of the four Regam lots are underway with a new legal group.
- The gate code access for emergency services of police, fire, and ambulance has been coordinated.

Treasurer Report (through May 31, 2018):

- All 3 accounts in the black year-to-date (YTD):
 - General HOA YTD: +\$29,405.06
 - Roads and Gate YTD: +\$28,787.88
 - Duke Water Access YTD: +\$11,216.22
 - Duke water access invoice not yet received/paid
 - Total YTD (all accounts): +\$69,409.16

- Funds available by account:
 - General Operating (includes Duke funds): \$79,599.98
 - Clubhouse and Pool Reserve: \$10,041.16
 - Crow's Nest Roads and Gate: \$137,480.24
 - Total all accounts: \$227,121.38
- Starting to work on the 2019 budget. Committees requested to provide their anticipated 2019 expense needs/suggestions by August 2018.
- For personal expenditures that require reimbursement. Request that individuals forward receipts to Mark Koczenasz via email (markkoczenasz@yahoo.com) and include the following:
 - Scanned receipt(s) noting committee associated with / reason for reimbursement.
 - Circle / note the amount to be reimbursed.
 - Provide full name of individual expected to receive the reimbursement.
 - Provide address to forward the reimbursement to.
 - Provide contact information. Both phone/cell number and email address.

Committee Reports:

ARC

- The ARC has received and approved nine member requests during the year.

Pool and Clubhouse

- A new outside fan was installed.
- Rental fee for clubhouse increased from \$50.00 to \$65.00. Additional \$15.00 to be used for periodic professional cleaning services.
- Pool was delayed in its opening this year due to colder than usual spring which delayed health inspection. Pool opened 5/12/18.
- New cameras were installed to monitor activity within clubhouse and around pool.
- Biggest concerns:
 - Keeping the bathroom clean. Personal property trash such as food and container items being left in bathroom. The only trash that should be left is paper towels after drying hands. May need additional signage to remind people. Members and member guests need to be reminded of the expectation to take all trash with them when they depart the facilities. Cleaning supplies left in bathroom to be used to keep them clean.
 - Keeping chairs straightened out around the pool.
- Consider hand air drying machines for bathrooms.

Communications

- The HOA newsletter was restarted in October 2107 thanks to Kim Herman.
- Lisa Boles handles email blasts.
- All members can post on Facebook page.
- Several pages of the website were revamped with a new color scheme and new fonts. The website is updated regularly and attracts numerous visitors.

Roads and Gate

- Maintenance and circuit board repair costs expected to be \$992 + \$830.
- Road repairs still to be considered once new home constructions are done.

Landscaping

- At \$2,000/month and a three-year agreement, the community is receiving better overall property maintenance coverage with additional services provided, including plant maintenance.
- Maintenance of the clubhouse and pool area landscaping is the responsibility of the Belews Landing Development Company.

Social

- Community is holding more events during 2018.
- Upcoming planned events include:
 - July 4th Independence Day hot dog social. RSVPs requested.
 - November 22 Turkey Trot.

Welcoming

- There have been 17 new family welcome events to date for 2017/2018 period vs. eight for 2016/2017 period.

Non-committee and New Business:

- Consider new speed limit signs to be installed around community to lower traveling speeds which are currently too fast and are creating a safety concern. Roy Montague knows somebody and will investigate potential options.
- Parking in certain hilly areas within Crows Nest is creating blind-spots that present safety concerns. This is mainly being caused by contractors working within the community. Contractors need to be notified of this safety concern.

Violations

- Concerns raised about some Crows Nest property frontage that needs lawn mowing.
- CMG performing community audit. Violations to be sent where applicable.
- Non-pickup of dog droppings a concern. Suggested JotForm be filed when this occurs.

Old Business:

No old business.

The meeting was adjourned at 8:08 PM.