

**CARPENTER VILLAGE ASSOCIATION
BOARD OF DIRECTORS
MEETING MINUTES**

May 24, 2017

Tom Macie called the meeting to order at 7:05pm at the clubhouse.

Members Present: Tom Macie, Christine Firman and Elisa Sumakeris

Others Present: Jim Ruehle and Dennis Carrai.

Management Present: Jennifer Wichowski and Stephanie Ware of Omega Management

OPEN SESSION

No homeowners were in attendance.

Minutes:

Elisa Sumakeris motioned to approve the minutes from the April 26, 2017 meeting with one correction. Christine Firman seconded the motion and the minutes were approved.

Treasurer's Report:

Christine Firman reported on the Financials for April 30, 2017. Jennifer Wichowski assisted with the discussion of the financials and the processes. She answered questions related to the financials and the 2016 Draft Audit. Elisa Sumakeris motioned to accept the financials. Tom Macie seconded the motion and the Financials were accepted. Christine Firman will put together any further questions she has about the 2016 Audit Draft and provide to Omega for clarification. The Reserve CD coming due on 8/2/17 will be discussed at next month's meeting. Omega will also research the Agreement with the Apartments regarding dues payments.

Board Member Recognition & Introduction of New Manager:

The Board presented Jim Ruehle and Dennis Carrai with plaques and gifts of appreciation in recognition of their service to the community serving on the Board for so many years. Jennifer Wichowski introduced Stephanie Ware who will be taking over as Community Manager of Carpenter Village Association. The Board discussed officer positions and the need for a correction. The following were elected as officers: Tom Macie (President); Elisa Sumakeris (Secretary); Christine Firman (Vice-President/Treasurer).

Committee Reports:

Architectural:

Submittals for three Lots (which are in queue for the next ARC Review Group meeting) were provided. The Board will review the Review Group's recommendations once posted and provide decisions. The Board and Omega confirmed the new process is working very well.

Pool:

Pool Lights – Discussion of information provided by Inga Allred, Pool Committee Chair, on pool lights and ongoing issues. Omega to get warranty from Inga, check with contacts at Pentair on resolving issue with vendor, and have attorney assist with legal process in resolving.

Liaison & Spending Threshold - Elisa Sumakeris will be the liaison with the Pool Committee. The Board unanimously approved a \$2,000 spending limit for the Pool Committee Chair for necessary pool items with note of the budget amount for 2017.

Management Report:

Pool Contract – Jennifer provided one year (2017) contract to be signed by President. The Pool Committee and Omega are keeping track of any issues. The Board will determine the next steps for the next contract.

Task List – In process of being updated and going through with Stephanie Ware to transfer.

Association Matrix- Omega is in the process of updating the matrix which shows each sub association and the dues amount and privileges.

Old Business:

Gazebo Design Study –Board will have a conference call with Arnette Clarke/Shaw Design on the designing of the lakefront enhancement. Board will need to work with the Town of Cary on Minor Alteration Plan.

Community Involvement Meeting April 13th - The Board divvied up the list of volunteers from the meeting and are working on contacting each of them.

New Business:

Request for Clubhouse Use – Approved, make arrangements through Omega.

Madison Place Berm/100 Landser Court – Board requested that the owner submit an ARC Request Form for the changes/additions/work they want to do, or have done, to the CV berm behind this address. This will go through the review process utilizing the expertise of the Design Review Group.

Board Meeting Dates, Rescheduling and Packets – Board has established these meeting dates for the remainder of the year at 7:00pm: June 8, July 6, August 10, September 14, October 12, November 9, December 6 (Annual Meeting). Board packets will be provided to the Board a week in advance of the meetings with the understanding that monthly financials may not yet be available at the time of the preparation given the early dates of some of the meetings.

Reserve Study Update- Board discussed having the Reserve Study updated. This will be put on hold until the alley way repairs and the gazebo enhancement is completed so those items are accurately reflected in the study.

Violation Report & Due Process Hearings–Jennifer will be touring with Stephanie to provide for transition. Board requested that the Town of Cary be contacted regarding a fire pit in between houses on Carpenter Town Lane.

The next Board of Directors meeting is scheduled for June 8, 2017 at 7:00pm.

There being no further business to discuss, Tom Macie motioned to adjourn the meeting. Elisa Sumakeris seconded the motion and the meeting adjourned at 10:15pm.