



**HARBOR EAST POA
BOARD MEETING MINUTES**

DATE: October 10, 2023
LOCATION: VIA WEBEX
TIME: 4:00 pm
BOARD MEMBERS PRESENT: TERRI ROBINSON, CHACE PEELER,
KEITH LAU, SAM SMITH, BILL
TUCKER

BOARD APPRENTICE PRESENT: MICHELLE MURTHA

STAFF MEMBERS PRESENT: ELISE SIEGLER, JACOB THEW, KENT
O'NEAL

TERRI CALLED THE MEETING TO ORDER AT 4:05 PM.

**APPROVAL OF SEPTEMBER 19 BOARD MEETING MINUTES, SEPTEMBER
19 EXECUTIVE SESSION MEETING MINUTES AND SEPTEMBER 26
VIRTUAL MEETING MINUTES.**

Chace made a motion to approve the three sets of minutes. Bill seconded the motion and the motion passed unanimously.

PRESIDENT'S REPORT: TERRI ROBINSON
Unit 125B Vista Drive:

Terri reported that there are no updates on this issue. She will follow up with attorney as directed at previous board meeting.

MHR Boundary Agreement:

Terri reported that the proposed MHR Boundary Agreement was delivered to Wade Williams and Bill Barnes on Friday, September 29. Terri will talk with the HEPOA Attorney, Allen Dobson, about follow up with Wade Williams regarding the MHR Boundary Agreement.

Crime Insurance Policy:

Terri reported that HEPOA secured the crime insurance policy option with coverage of \$500,000 with the \$1,000 deductible at a cost of \$594 annually.

Southern Bancorp Status:

Terri reported that all required documents have been submitted to Southern Bancorp except for the Corporate Authorization Resolution document. This document gives Keith and Terri the authorization to open an account in the name of the corporation to deposit funds, write checks, transfer funds, and lease a safety deposit box if needed. The new account will be a storage spot to prevent the POA from having funds over the \$250,000 ceiling in the Arvest account. Sam made a motion to approve the Corporate Authorization Resolution provided by Southern Bancorp. Keith seconded the motion and it passed unanimously. Keith reported that the balance in the Arvest Federated Hermes account is \$464,986 as of September 30, and will begin the process to transfer funds to Southern Bancorp.

VICE PRESIDENT’S REPORT:

CHACE PEELER

Chace had no news to report.

TREASURER’S REPORT:

KEITH LAU

Keith had not received the monthly financials and had no report to make.

PROPERTY/GROUNDS REPORT:

BILL TUCKER, JACOB THEW, KENT O’NEAL

Deck Replacement on Buildings 20 and 8 : JACOB THEW

Back deck replacement on Building 20 Red Bird Lane was completed October 4th. Back deck replacement on Building 8 Red Bird Lane began on October 6th and is expected to be completed by October 25th. Deck replacement on Building 4 Red Bird Lane will take place after Building 8 is completed, and is expected to be completed by November 24th. Terri noted that the Property Crew has been moving furniture and other items on the back decks to inside the units and returning the items to the back decks when work is completed.

Sewer Dechlorinator Update:

JACOB THEW

Jacob reported that we are waiting to hear from the ADH Associate Director who is in the process of reviewing and signing off on the permit. Once the permit is issued the POA has 3 years to implement the system.

72A Peninsula Drive Foundation Update:

BILL TUCKER

Bill Tucker reported that Jacob’s crew completed their portion of the drainage work prior to Foundation Pro beginning their work. We are waiting to hear back from Foundation with a start date. Bill will contact the Unit Owner and let him know the status of the project.

Grounds:

KENT O’NEAL

Kent reported that he purchased and planted two crepe myrtles at 298D Vista Drive at

the Unit Owner’s request and expense. Elise will give a copy of the crepe myrtle charge to the accountant to add to the Unit Owner’s monthly statement.

The crew is completing mowing and weed eating for the season and will begin pruning the shrubbery later in the fall.

Pickleball Access Betterment Request: TERRI ROBINSON

Terri reported on the Betterment Request to provide access to the Pickleball Courts from Pine Cove and South Crescent. The current path to the Pickleball courts used to have a concrete set of stairs on the side of 21 Pine Cove but those stairs have washed out and are not repairable or replaceable. One option suggested building a 3-4 set of steps off the walkway to 23D Pine Cove with the Unit Owner’s permission. Terri proposed to come up with a design to give the Unit Owner the option to add such access when the front deck/walkway is replaced (scheduled Spring 2024). Jacob will work with Natural State Contractors to develop a more definitive plan which will be presented to the Unit Owner for consideration.

OFFICE MANAGER REPORT: ELISE SIEGLER

Delinquency Report:

Elise reported that there are 11 delinquent Unit Owners on their insurance assessments, 5 of whom are delinquent on their dues and insurance assessments. One Unit Owner is five months past due on dues and has had their water shut off. All Unit Owners have been contacted by phone and email and all Unit Owners have made payment arrangements through the POA Office.

Sign for Pickleball Courts:

Elise reported that the Seiz Pickleball sign photo and quote was emailed to the Board prior to the meeting. The Board voted to purchase two signs at a cost of \$110.00 each with the option of ordering additional signs if needed in the future.

Staff Lunch & Breakfast Update:

Elise reported that there is \$97 in the breakfast and lunch account and thanked the Board for their support.

Sam made a motion to adjourn at 4:58 pm. Chace seconded the motion. The motion passed unanimously.

Board Member

Date

Board Member

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