

## MINUTES FOR CATSPA W POA ANNUAL MEETING OCTOBER,10, 2020

Let the record show that I was asked to take minutes for this meeting since the duly elected secretary, Susie Henderson, had resigned in protest earlier in the year. No new secretary had been named at this time, and a new secretary would be elected at this meeting.

The meeting took place both in limited person numbers and by remote telephone call-in at the home of William Dasher on Catspaw Road in the Catspaw Community. Let the record show that this meeting was held in accordance with North Carolina laws governing people gatherings during the 2020 Covid19 infectious epidemic. The meeting was called to order at 10 AM by President Dasher.

There was a roll call to establish a quorum. Physically present: Dasher, Lee, Kee, Harper, Castle, Haugen

Present by phone: Henderson, Aderhold, Farrow, Zeigler, Allgood

Minutes of the 2019 annual meeting were approved by vote of those in attendance by acclamation. Susie Henderson said that we should approve the minutes by written ballot.

### ROAD REPORT

Road Chairman, Rich Castle, made the following report:

It is possible that we will need a larger budget going forward than last year.

Fall options – mainly road touch-up throughout the community

Priority of culvert work on Rusty Ridge

Capital projects --- Rox Lane was to have work done in about 2 weeks

Work is to be done on Walnut Gap Road in the area of the mailboxes

Those present agreed that the road system had been well maintained.

ROAD REPORT was approved by the membership.

### TREASURER'S REPORT

Randy Aderhold next gave the Treasurer's report. A written report has been sent out indicating the financial status as of October 2, 2020. Operating account balance is \$896 plus change. This is a decrease from September 30, 2020, because a check was written on October 2, 2020 for next year's insurance premium of \$896. Our general liability coverage is \$1,000,000 (Auto Owner's Insurance). It was noted that premiums had increased, and Jack Lurie had recommended that we increase liability coverage for possible officers and employee losses. A motion was made to increase the employee coverage from \$50,000 to \$75,000. This would add a \$200 additional premium to our coverage costs. The motion was made by Dasher and seconded by Kee. The motion was approved by vote of the association members. Bank statement total for two accounts are listed on the treasurer's statement. Susie Henderson had a question about listed expenditures. Aderhold said they would not be available until the end of 2020. Proposed budget for 2021 was sent out by email. It was noted that there had been some consolidation of lots reducing the overall expected income. Based on actual number of lots, the budget was proposed at \$19,933. Assessments per lots have been adjusted to accommodate this proposed needed revenue.

Aderhold reported that there had been suggested that our financial documents should have some outside review. An accountant has been approached about this idea with a tentative fee of \$500. This would not be an actual audit, but a review of finances to ensure that funds are being spent appropriately. Ross Henderson made a motion, seconded by James Allgood, to provide for Financial Review by an inhouse committee and to reallocate the \$500 budgeted for that purpose to road maintenance. The motion was defeated. It was also decided that this vote should also be placed on the mailout ballot. This matter was to be further studied by the Board.

President Dasher commented that 2021 dues would reflect 2020 dues, but that there may be a need to raise dues in the future. He felt it would not be prudent to encroach on our reserve funds unless necessary.

Susie Henderson asked was there a difference between leaf removal and ditch cleaning? Road Chair Castle commented that that was merely a matter of semantics. She also expressed concern that \$1000 for culvert replacement might not be sufficient. There was discussion about ways to replace culverts in a more cost-efficient manner.

Jim Allgood questioned if there were adequate monies to accommodate remaining road expenses. The consensus was that there would be enough to meet needed expenses.

There was discussion around the need for dues increase in the future and the need to maintain our reserve at such a high amount. Aderhold stated that cash reserves had accumulated while other Board members were in charge. He related that the present Board might anticipate expanded road projects. President Dasher joined the discussion to relate that budgeting for road maintenance was "a shot in the dark" since one could never anticipate needs based on the whims of mother nature. There will continue to be a need to replace rusting metal culverts with plastic pipes. This would be considered a capital improvement. He warned that there could always be unexpected expenses from a major storm. All agreed that economies of scale should be looked at when dealing with culvert replacement.

Rich Castle reported an upcoming big project on Rox Lane while the Board had decided to put off work on Woodchuck and lower Walnut Gap until next year. He also reported that cleared lots on upper Catspaw and Rusty Ridge could possibly cause drainage problems for Chips Lane in the future. There was concern about the lack of funds possibly forthcoming from the Walnut Gap Community to help maintain possible problems between the mailboxes and the 4 stop signs on Walnut Gap Road. He reported that it is essential for the Board to prioritize the use of funds for road maintenance.

#### Election of officers

Nominated: Vice President Frank Lee 2 years Secretary Heather Harper 1 year  
Treasurer Anne Aderhold 2 years Governance Chair Glenn Farrow 2 years  
Communications Laurie Holmes 2 years  
No other nominations. All elected by acclamation.

#### Other Business

Governance and Board to review by-laws to help make them more workable for the few members who perform the day-to-day running of the Association. No action needed on this at this time.

#### Addition to the covenants

- 1 Shall the covenants be amended to include prohibition against using a Catspaw lot to build a road that connects the Catspaw road system to any other road system unless approved by a vote of 75% of those voting at a regular POA meeting with the vote representing a majority of POA members.
- 2 Shall covenants be amended to prohibit the Catspaw funds from being used to develop or maintain a road or driveway access to new lots produced by the subdivision of an existing Catspaw lot.

There was general discussion around these proposed amendments concerning how roads might be built.

Frank Lee stated that a developer should come before the Board to discuss their plans. There needs to be some guidelines in place that give lot dividers and developers some idea about what expectations and restrictions might exist. Ross Henderson said that this is a common occurrence and that there is probably some standard language regarding this issue. The Board will review these proposed amendments going forward.

Susie Henderson reported piles of corn on Rox Lane and Walnut Gap Road. There was concern about hunting, but no evidence existed of hunting. It was felt that the POA should have something in covenants or by-laws that states "No Hunting". It was also suggested that asking Jackson County Sheriff what the laws and regulations might be.

#### Meeting Dates

Four dates in July and 4 dates in October will be offered for the membership to vote on by written ballot.

Motion made by Ross Henderson, proxy, on behalf of Michael Sullivan to provide sediment traps at both inlet and outlet of the culvert at about 980 Catspaw Road. To provide a headwall that will turn the ditch flow into the culvert but not force water over the road. Block the ditch carrying excessive water to lot 32 and to restore the ditch running along the Northwest side of Catspaw Road. To carry water to the culvert down slope from the corner of Lots 31 and 32. Shawn Smith, via proxy,, seconded the motion.. There was much discussion about this motion, and it was defeated by acclimation during the meeting. It was also decided to put the motion on the printed ballot being sent to the membership.

No further business. Motion to adjourn after 2 and ½ hours.

Respectfully submitted,

Frank Lee

