

Riverside Chase HOA
Board Meeting Minutes
September 14, 2010

Call to order at 6:38pm, quorum met.

Attendees: Frank North, Caryn Neal, Sara Wallace, Steven Jackson, Charlene Rice, Jennifer Frodl

I. Residents' Forum

- No residents present

II. Financials

- Review financials
 - Brief review of Aug financials
- Budget 2011
 - Fiscal year to remain Nov. 1 to Oct 31
 - Operations roughly \$38,000 annually
 - Budget to be reviewed quarterly throughout 2011 to ensure guidelines are being kept
 - Charlene presented rough draft of 2011 budget, all reviewed and additions/deletions approved
 - Charlene to email final version for board approval
 - Board to approve at October monthly meeting
 - Discussion of Dues assessment
 - Assessed at \$125 for 2011

III. Old Business

- Landscaping
 - Sharpescapes completed center islands at both entrances
 - Tree at lower entrance to be replaced at no cost due to wind damage
 - Light replaced at upper entrance; dead tree removed
 - Mike at Sharpescapes to provide proposal for perinneals being added in lieu of summer/winter flowers; will reflect discount for summer flowers wilting and revising annual contract for maintenance of improvements
 - Proposal to be voted on or before October meeting
 - To be presented at Annual meeting
 - Pressure washing suggested be done prior to updating entrances
 - Jennifer to work with Mike to accomplish and to update board on invoices to ensure charges/credits in order
 - Jennifer to check on sprinkler head repair costs and who completed
 - Lights on center islands

Riverside Chase HOA
Board Meeting Minutes
September 14, 2010

- Jennifer to contact CarolinaPower to install
ambiance lighting at both center islands
- Signs for entrances
 - Signs were not purchased due concerns regarding the
quality of signs not matching the updates being done to
entrances
 - Jennifer to work on quotes for entrance signs “No
Soliciting”
- Committee Reports
 - Architectural Committee
 - To be organized
 - Welcome Committee
 - To be organized
 - Jennifer to update board on new homeowners
coming into the subdivision
 - Block party
 - Successful, about 80 residents in attendance
 - Will make sure to hold this annually in the same
manner
 - Outstanding bill to ABC Rental in Greenville
 - Jennifer to look into delay in payment

IV. New Business

- Property Manager change
 - Charlene advised Elisha Perry no longer with HOA
Community Management
 - New manager is Jennifer Frodl
 - Ensured board will be notified of all violations and
fines imposed to homeowners
 - Jennifer to update spreadsheet of
information to date
- Mailboxes
 - Charlene/Jennifer advised that matching mailboxes for
Riverside Chase would help increase sell value and over
look of subdivision
 - Board to approve style of boxes
 - Charlene to email pictures of boxes
 - Charlene advised that she can purchase mailboxes
in bulk at a discount which can be passed onto
homeowners
 - Charlene to advise cost of material & obtain
quote on installation
 - Caryn to obtain quote on installation

Riverside Chase HOA
Board Meeting Minutes
September 14, 2010

- Association to pay partial amount for labor and materials to help offset costs
- \$25 from annual 2011 dues to be added to "Mailbox Fund"
- To be implemented by 2012
- Annual Meeting
 - 9th or 11th of November 7-8pm
 - Sara to call Riverside Baptist for use of facility
 - Review YTD information
 - Door Prizes
 - Sara to secure 4 gift cards for \$25 each to Ruby Tuesday's, Applebees, Lowe's, and Home Depot
 - Jennifer to facilitate annual meeting with updates from board members being presented
 - Short Q&A for item specific questions
 - Open forum at end of meeting
 - Board positions open
 - TBD at October meeting
 - Need Architectural Committee & Welcome Committee
 - Signup sheets will be available at meeting
 - Jennifer to handle sign in table for homeowners
 - Agenda to be approved at October meeting
- Newsletter
 - To include annual meeting notice
 - Content to be determined at Oct meeting

V. Misc

- Sara to email prior meeting minutes to Jennifer
- Email address HOA@riversidechase.com to be removed in order to streamline communication to Jennifer
 - Steven to remove from website
 - Sara to no longer publish in newsletter
- Parking violations to be emailed to Jennifer

Meeting adjourned 9:03pm.

Next meeting Tuesday, October 11, 6:30PM location TBD