

**SKYTOP FARM 2012 ANNUAL MEETING AGENDA
AND BUDGET RATIFICATION MEETING
7:00 P.M. December 12, 2011
Skytop Farm Clubhouse**

Approved minutes

- **Call To Order**

The meeting was called to order by Cole Renken and Dave Coe at 7:06pm. Owners in attendance (by Lot #) were: Kathy Brown, Todd Trace, Jack Collina, Karen Kaiser, Lisa Olson, Joe Worley, John Jenkins, Tony and Terri Ippolito, Cole Renken and John Krishinger. Others in attendance: Dave and Sharon Coe, Daniel and Anna Ippolito. Kevin Hoover also arrived after the meeting was adjourned.

- **Proof of Notice of Annual Meeting**

Proof of notice provided by Dave Coe.

- **Quorum**

10 owners representing 12 lots (or 22%) were present, along with the general proxy for 24 lots (or 44%), making a TOTAL QUORUM of 36 lots (or 66%).

- **Minutes - Approval of January 31, 2011 Annual Meeting Minutes**

No additions or changes to were made to the minutes. John Krishinger moved to approve minutes as written, Terri Ippolito 2nd the motion. Motion passed to approve the January 31, 2011 minutes as written.

- **Treasurer's Report**

John Krishinger reported the Skytop Farm balances:

Operating account	\$11,171.69
Capital Imp	\$ 2,436.33
Compliance	\$ 2,041.25
Road Impact	\$ 8,151.04
<u>CD</u>	<u>\$26,876.45</u>
Total Balance	\$50,676.76

With an outstanding debt of \$7,536.25

Joe Worley moved to approve the treasurer's report. Cole Renken 2nd the motion. Motion passed.

- **Old Business**

- Reserve Study - Cole Renken

Cole talked about the reserve study and Dave Coe noted Commercial Assessments are a reputable company, certified to do funding reserve studies. No questions were asked. Our reserve study will be reviewed as needed.

- Pavement overlay status - Cole Renken

Our developer, Terry Weaver, gave us a letter at the last annual meeting committing to pay for a one-inch overlay by September 2011. The Board feels we have not had enough construction impact on our roads to warrant the overlay at this time, so we are following up to receive payment for it in 2012 and will then do the overlay when deemed

necessary.

- Establishment of SARC - Todd Trace

We formed a five-member committee this year consisting of Wayland Shamburger as the presiding architect, Todd Trace as the Board representative, Tami Krishinger, Tony Ippolito and Jack Collina. As we move forward we will be more involved in keeping the integrity of the community at hand. Karen Kaiser spoke up and said she currently has a temporary fence. Our website will have a form to fill out for approval of fences, landscaping, exterior cosmetic changes/additions, etc.

- Communication/Establishment of a Skytop Farm website - Lisa Olson

To replace the yahoo groups site we've been using and present our to the marketplace, the Board has been working on a website. A prototype is up and running at www.skytopfarmhoa.com. We encourage feedback as we continue to develop the site.

- **New Business**

- Election of Skytop Farm Board of Director

Joe Worley said a few words as a candidate. There were no other nominations from the floor. Votes were cast. 28 votes were cast (or 51%) for Joe Worley. Terri Ippolito confirmed the ballots. Joe Worley was elected to serve a 3 year term.

- 2012 Budget Ratification

John advised the Board was faced with raising our dues \$400 this year, but we spent a lot of time working through each line item to cut costs. Cole advised two major cuts were from Dave and Sharon setting us up as a non-profit entity to save on property taxes and also moving Dave and Sharon into a consulting role vs. full time management. Todd Trace motioned to ratify the budget. John Krishinger 2nd the motion. The motion was passed.

- Pool Rules/Owner Agreement - John Krishinger

John talked about our written Pool Rules document, which will need to be signed by each owner before the opening of the pool every season. The agreement will help control the usage of the pool and make sure all owners are aware of their responsibilities in taking care of the amenity. John requests if there is an issue with the pool, please call him vs. Paradise Pools. He is the first line of contact John. Solicited more pool volunteers. Karen Kaiser volunteered to be part of the team. The Pool Rules/Agreement form will need to be signed and returned before using the pool when it opens in 2012.

- Enforcement of Skytop Farm Declaration of Covenants, Conditions and Restrictions - Joe Worley

The Board drafted a letter for a non-conformance or violation of a covenant. To be fair and consistent we are adopting a policy where we will address compliance issues by first speaking with the owner and then sending a letter (sample included in the annual packet). If violations are not addressed by the timeline stated in the letter, further action will be taken. We welcome owner input on the letter.

- Other new Business -

Karen Kaiser said the speed limit is still an issue. She still requests a speed bump or hump be installed past the roundabout. Cole noted we do have private roads, and enforcement is our responsibility. Dave Coe offered we look into whether the Sheriff's will loan a speed sign that digitally displays people's speed. The Board will place the issue on the agenda for our next executive meeting.

Tony Ippolito asked if there is a threshold, or number of people, needed for clubhouse reservations. A discussion ensued regarding clubhouse rules, fees, cleaning, utility costs, etc. It was determined the Board would continue the discussion at our next executive meeting and review details.

Karen Kaiser requested future meetings be held on weekends. She also asked what the future plans for the acreage along the French Broad River were. A discussion ensued regarding the cleared pathway and possible future plans for a picnic area, boat launch or some type of steps to access the River, and other ideas. Tony suggested we look in to permits, which the Board will do. The Board will discuss how we'll proceed with plans during our next meetings. Other suggestions should be sent to skytopfarm@gmail.com.

Kathy Brown asked if owners could clear under brush for fishing. Yes, feel free to help keep landscaping costs under control, was the overwhelming response.

Dave Coe announced their resignation as the management company for Skytop Farm HOA as per their letter dated Sept 30, 2011. Dave Coe said it was a real pleasure servicing our community and expressed his and Sharon's desire to continue helping us with anything we need.

- **Adjourn at 7:56pm**

John Jenkins moved to adjourn. John Krishinger 2nd the motion. Motion passed.

Respectfully submitted,
Lisa Olson, Secretary