

## SKYTOP FARM 2018 ANNUAL MEETING AGENDA AND BUDGET RATIFICATION MEETING

February 26, 2018

7:00 PM

Skytop Farm Clubhouse

### AGENDA

Registration 6:30 PM

- Call To Order at 7:00pm – Cole called meeting to order at 7:01pm. Approximately 17 attendees PLUS HOA Board introduced themselves to the members during a time of meet and greet.
- Proof of Notice of Annual Meeting – Attendees produced packets that were mailed as Proof of Notice.
- Quorum - confirmed
- Minutes - Approval of January 23, 2017 Annual Meeting Minutes
  - Due to website updates, hard copy available at the meeting
- Presidents Report
- Treasurers Report and Members Report Year End 2017 – Eric presented the Budget and fielded questions.
  1. Todd/Eric reviewed the transaction with the Developer and the settlement of \$90K. The ultimate decision, as an HOA Board, was to take 90% of the promised amount rather than risk a special assessment later in the year.
  2. Questions arose about other promises by the Developer. Cole answered that no other promises were made that were not fulfilled. Patrick Lang asked if the Developer has any other ties to the community. Cole explained that he is only a lot owner at this point.
  3. The Reserve Study was also a topic of discussion. Eric explained that the community moved \$11,261 from the Operation Budget into the Reserve as specified by the original study.
  4. Income Statement was briefly reviewed and Eric gave the following breakdown:
    - a. Administrative = 10%
    - b. Clubhouse = 10%
    - c. Gate = 7%
    - d. Pool = 15%
    - e. Common Area = 41%; Roughly 39 acres
  5. John Kalpin asked about quotes on the common area maintenance. Cole stated that the Board sends out RFQ's every other year.
  6. Motion was made to approve the Treasurer's Reports as presented. Cole made motion, Eric seconded. Reports were approved as presented.
- Old Business
  1. Meeting minutes from last year were reviewed by HOA and briefly discussed. Cole went through the Minutes and fielded questions.
  2. Tony Ippolito asked about lots that will not perk. Todd explained that lots will perk with special attention and that Developer is responsible for HOA dues on those lots as well.
  3. Many asked about a kayak launch. Todd explained that there may be some clearing issues as it pertains to the French Broad River and easements. This is a project on the docket.
  4. Mandy asked about Board and community communication going forward.

5. Gate etiquette – Todd discussed the policy of gate use
  - a. The gate was struck by lightning but is now resolved and is now a digital system. He suggested that the clicker be aimed at the antenna on the interface.
  - b. It was agreed that speeding in the community needs to be addressed.
  - c. Folks linger at the gate and wait for it to open. It is protocol that residents do not open the gate for folks they do not know.
  - d. Sharon Labbate asked about a horn blast to open. Apparently, the garbage service company is blasting rather than using code to enter the community.
  - e. Todd mentioned that he keeps his personal cell number published at the gate should folks need access and not have a code, clicker or prior authorization.
  - f. 45-50K swings per year at current capacity.
  - g. Skytop Gate number is: 828-513-3581; residents should enter it in personal phone as a caller ID number.
  - h. Batteries are replaced every year so gate will not fail.
6. Todd made motion to approve 2017 Minutes. Eric seconded. 2017 minutes were approved as presented.

- New Business

- A. 2018 Budget Ratification
  1. Cole presented the 2018 Budget and asked for questions. Eric stated that the budget still represents a shortfall in the Reserve. He hopes that there will be some expense savings throughout the year to meet the shortfall. Likely, \$100 would cover the difference. In lieu of raising the dues the full amount, the Board would like to dig further into the Reserve study and update it based on current condition of assets and use thereof.
  2. There were no questions. A vote was cast and the budget was approved unanimously.
- B. Election of Skytop Farm Board of Directors
  1. Joe Worley and John Kalpin submitted letters to run for Board.
  2. Ballots were turned in and counted:
    - a. John = XX votes
    - b. Joe = XX votes
- C. Voting on community improvement project o Tree barrier installation along N Rugby
  1. Cole reviewed the landscape suggestions by the Board along the front of the community. Lot owners will be notified and will need to help with the effort.
  2. Tony asked about existing landscape. Cole suggested they be relocated and replaced with evergreen barrier.
  3. Labbate asked about filling in closer to Heatherwood. The HOA agreed that it would be a good idea to do so.
  4. Hansel asked about warranty. Board explained that we have a 1-year warranty and it will be collaboration between the lot owner and the HOA.
  5. Board called for a vote:
    - a. Yes = 19 + proxy
    - b. No = 02
- D. Community improvements and maintenance plans of Common areas and lower area by French Broad river
  1. Kayak launch

2. Picnic area
  3. Shelter area
  4. Barn removal/storage/etc.
- E. 2-5 year community improvement project plans
1. Parking Lot at Clubhouse
  2. Trail rework, asphalt
  3. Removal of rip wrap
  4. Bridge at Kalpin lot
- F. Other new business
1. John asked about the section of fence that was destroyed by a drunk driver. Todd explained that the liable person will be making amends via insurance.
  2. Someone asked about painting the fence. Cole answered that the fence will likely be washed prior to any paint.
  3. Dues by April 1<sup>st</sup>.
  4. Rental of clubhouse
    - a. Usage fee is deposited
    - b. \$250 as deposit will be shredded
  5. 2018 Clubhouse fee
    - a. Usage fee will go up from \$50 to \$100
    - b. Deposit remains the same
    - c. Usage questions ensued. There was much debate as to what constitutes an acceptable/approved event.
      - i. The Board committed to explore the rules/regulations further and report back to the community.
- Adjourn 9:09pm per Eric/Todd.