

Gates Four Townhouse Association, Inc.
 Minutes for February, 2017
 6775 Irongate Drive
 Fayetteville, NC 28306
 Website: www.gftha.org

1. Gates Four Townhouse Association, Inc.
2. Place: 6775 Irongate Drive - GF Clubhouse
3. Date: February 15, 2017 following Annual Meeting - 7:30 pm
4. Board Members:

Walter Quick, President	p	Lisa Greeno	p
Jane Roach, VP/PM Mgr	p	Kristy Sartain	p
Margaret Jennings, Sec'y/Trsr	p	Angie Brady, Website Mgr	p
Joe Lee, Grounds	p	Larry Daffin	a
		Steven Watson	p

5. Guests: None
6. Minutes of January 23, 2017 approved by email & posted to website.
7. Financial Report by Margaret Jennings as of 1/31/17: Checks cleared: Randy Adams \$725 -- Bryan, Merritt \$180 - - McGeachy, Hudson & Zuravel \$221.07 -Randy Adams \$500 -- Randy Adams \$475 -- Deposits - \$18,880.

General Fund	\$28,456.21	Prior Bank Balance	\$24,721.78
Roof Fund	4,000.00	Expenses	2,101.07
Reserve Fund	9,044.50	Deposits	18,880.00
Balance	\$41,500.71	EOM Balance	\$41,500.71

Motion by Joe Lee to approved financial report; was 2nd by Lisa Greeno; all approved.

8. Committee Reports:

A. Legal (Quick):

- 1) 6719-B Irongate in foreclosure and dues are 2+ years past due. Lien has been filed; letter sent to mortgage company; legal ad in newspaper showed sale to be on 9/26/16; this was continued until 2/27/17.
- 2) 6742-B Irongate - lien filed on 12/13/16 for dues.

B. Preventive Maintenance (Roach):

- 1) 3022/3026 Wetherby - Painting is done.
- 2) 6714 Irongate - Painting/PM getting started.

C. Non PM:

1) 6730-A Irongate - fence rotting & loose brick on front steps; Randy Adams to look at it and get us an estimate.

2) 6740-A Irongate (Starnelli sale) - unit sold and closing on 2/10/17; inspection report listed needed repairs with estimate of \$1,075 from Randy Adams; was approved by email and work is completed.

3) 6723-A Irongate - Globe light in front yard has broken bulb in socket and globe blows off with wind and needs to be secured better; Randy Adams will look at it and get us an estimate.

D. Roofs: None

E. Decks/Porches: None.

F. Grounds/Appearance (Lee): None.

9. Old Business:

A. Annual Termite Inspection & Homeowner Insurance - proof of both required from homeowner prior to scheduled PM.

B. Gates Four H/O Association agreed to put a link to our website on their new website; Angie Brady to check on this.

C. Parking lot painting; Randy Adams to get us estimate to paint parking lot lines on Wetherby Court.

10. New Business:

A. Election of 2017 Officers: Walter Quick, Margaret Jennings and Steven Watson were elected for the 2017-2018-2019 term.

1) Jane Roach nominated Walter Quick as President and was 2nd by Joe Lee; Walter Quick accepted and was elected President.

2) Margaret Jennings nominated Jane Roach as Vice-President and was 2nd by Joe Lee; Jane Roach accepted and was elected Vice-President.

3) Jane Roach nominated Kristy Sartain as Secretary and was 2nd by Angie Brady; Kristy Sartain accepted and was elected Secretary.

4) Joe Lee nominated Margaret Jennings as Treasurer and was 2nd by Angie Brady; Margaret Jennings accepted and was elected Treasurer.

B. Appoint 2017 committee and members (PM, Finance & Grounds).

1) Nominating committee - Angie Brady & Steven Watson

2) Preventive maintenance - Jane Roach

3) Finance committee - Walter Quick, Jane Roach & Angie Brady

4) Grounds - Joe Lee

C. President indicated need to transfer funds into the Roof Fund and Reserve Fund; Angie Brady made motion to transfer \$5,000 from the General Fund to the Roof Fund and \$4,910 from the General Fund to the Reserve Fund; was 2nd by Jane Roach and all approved.

D. Adding the following language to GFTHA Rules & Regulation and By-Laws:

"Townhouse owners are required to conduct a criminal background check and sex offender check on any potential renter, to include any additional occupants age 18 and older, prior to entering a lease and allowing any renter or occupant to occupy a townhouse residence."

Joe Lee made motion to add said language and was 2nd by Jane Roach; all approved.

E. Monthly board meetings will be changed to 6744-A Irongate Drive and will start at 6:30 p.m. beginning in March of 2017.

F. The next regular board meeting will be March 20, 2017.

Jane Roach made motion to adjourn meeting at 8:10 pm and was 2nd by Angie Brady; all approved.

Respectfully submitted by Margaret Jennings, Secretary