

Gates Four Townhouse Association, Inc.  
 May 2016 Minutes  
 6775 Irongate Drive  
 Fayetteville, NC 28306  
 Website: www.gftha.org

1. Gates Four Townhouse Association, Inc.
2. Place: 6723-B Irongate Drive
3. Date: May 9, 2016 at 7 pm
4. Board Members:

Walter Quick, President	p	Lisa Greeno	p
Linda Szulc, Vice President	a	Carol Church	p
Margaret Jennings, Treasurer	p	Angie Brady	a
Margaret Jennings, Sec'y	-	Joe Lee	p
Jane Roach	p	Larry Daffin	a

5. Guests: none
6. Meeting called to order at 7 pm
7. Minutes of April 11, 2016 approved by email & posted to website.
8. Financial Report by Margaret Jennings as of 4/30/16: Checks written: Emerald Gardens \$2,642.50 - Gary Garrison 6722-B Irongate for chimney repair \$55.00. Jane Roach made motion to approve financial report and 2<sup>nd</sup> by Joe Lee.

General Fund	\$41,518.54	Prior Bank Balance	\$41,087.54
Roof Fund	5,000.00	Expenses	2,697.50
Reserve Fund	4,910.00	Deposits	13,138.50
Balance	\$51,528.54	EOM Balance	\$51,528.54

President reported that there is \$8,095.24 left over from the 2015 budget.

9. Committee Reports:

A. Legal (Quick/Jennings) 6719-B Irongate in foreclosure and dues are 2+ years past due. Lien has been filed, however, this will be long term and we may not collect; letter sent to mortgage company; notice of hearing on foreclosure was April 4, 2016.

B. Preventive Maintenance (Roach): 6750, 6743 & 6747 Irongate are done for 2016 PM and 6747 Irongate for painting.

- 1) 6739 Irongate - Bid for PM only is \$2,605 and previously approved. Work has started.
- 2) 6730 Irongate - Bid for PM only is \$2,295 and previously approved.
- 3) 6735 Irongate - Bid for PM and paint is \$4,200 with owner of Unit A to pay \$350 for additional paint and previously approved.
- 4) 3030/3034 Wetherby - Bid for PM and Paint is \$3,450. This unit was not on 2016 budget; previously approved if funds remain available. The Board found that funds are available in 2016 budget.
- 5) 3022/3026 Wetherby estimate for PM is \$1,310. Margaret Jennings made motion to accept this estimate and was 2<sup>nd</sup> by Joe Lee.

C. Roofs: None

D. Decks/Porches:

- 1) 6748-B Irongate - Concrete railing on deck is completed and cost approved by board on 10/20/15 was \$826.76.
- 2) 6722-D Irongate - handicap ramp installation by owner approved by the board by email.

E. Grounds/Appearance: (Lee):

- 1) Tree Removal previously approved and work has started:
  - a) 5 trees around parking lot for 6929 & 6731 Irongate
  - b) 1 tree between 6746 & 6748 Irongate
  - c) 1 tree beside 6742-B Irongate
  - d) 1 tree at 6561-A Surrey
  - e) 1 tree in front of 6750-B Irongate
  - f) 1 tree by patio fence at 6738-D Irongate.

2) President had NC Forestry Service come out to look at trees and they found that 4 additional trees need to come down due to damage or disease; Joe Lee made motion that these trees also come down as long as the cost does not exceed \$1,800 total, was 2<sup>nd</sup> by Jane Roach and approved by Board. (The bid came in on 5/10/16 at \$1,200 for said trees to come down as

follows: 1 at 3022 Wetherby Court, 1 at 6750-B Irongate Drive, and 2 at 6747 Irongate Drive.)

3) 6710-D Irongate gravel debris left after deck construction assigned to Emerald Gardens and this has been completed. Joe Lee made motion to assign Emerald Gardens to purchase bag of grass seed to plant grass at this site and was 2<sup>nd</sup> by Jane Roach.

4) 6727-B Irongate cross ties being used as borders to be removed from back of house; assigned to Emerald Gardens.

5) Walter Quick received estimate for parking lot at 6729/6731 Irongate - \$14,868 to replace entire parking lot or \$5,980 to repair and replace bad spots only; tabled for further discussion.

10. Non PM - approved by the board:

A. 6722-B Irongate - approved by email to reimburse owner \$55 for chimney repair.

B. 6743/6747 Irongate - Emergency mailbox repair done at cost of \$395; parents of person responsible reimbursed HOA for repairs.

11. Non-PM - waiting on estimates:

A. 3014 Wetherby - 3 rooms with ceiling stains; estimate \$350 to bleach or \$975 to paint. President researched and found that HOA is not responsible for interior work; letter will be sent to homeowner.

B. 6714 A-B-C-D Irongate - flashing for chimneys; estimate \$725; Margaret Jennings made motion to accept estimate and was 2<sup>nd</sup> by Carol Church and approved for repair. Fascia boards on this building are not dark brown and Marvin Covington will be directed to check this and give us estimate for painting.

C. 6740A Irongate - check roof for damage as bedroom ceiling has stains; estimate \$275 to paint; need to have the roof checked for damage, however, President reported that HOA is not responsible for interior work; letter will be sent to homeowner.

D. 6735-A Irongate - front door needs adjustment for proper closure; Board learned that the homeowner took care of this problem.

12. Old Business:

A. Termite & Homeowner Insurance - proof of both will be required from homeowner prior to scheduled PM. 2<sup>nd</sup> Notice Letters sent and no compliance yet from 6739A need termite report, 6739B, 6750A. 3<sup>rd</sup> Notice Letters will be sent as we need everyone to be in compliance with this at all times for the protection of all adjoining units.

13. New Business:

A. Welcome to the new tenants moved into 6714C Irongate on April 7, 2016 - Kenzona & Amy Davis.

B. New tenants moved into 6711-A Irongate and 6739-A Irongate - Joe Lee will deliver a welcome packet.

C. Board received 2 complaints about possible violations of rules and regulations regarding animals - letters will be sent to homeowners.

D. Secretary asking all board members and townhouse residents to report any residents that they may see moving into or out of the townhouses to her so that we may get a welcome information packet to new residents and gather contact information. Email to [marget21452@aol.com](mailto:marget21452@aol.com).

E. Secretary will contact the Fayetteville Board of Realtors with information regarding ownership or tenancy of townhouses in Gates Four and ask that they share it with all realtors in the area.

F. Jane Roach made motion to move HOA Board Meetings to 3<sup>rd</sup> Monday of each month in order to allow CPA's office sufficient time to get monthly reports to us. Lisa Greeno 2<sup>nd</sup> the motion and was approved.

G. Walter Quick made motion to adjourn the meeting at 8:30 pm and was 2<sup>nd</sup> by Jane Roach. The next HOA Board Meeting will be held on Monday, June 20, 2016 at 6723-B Irongate Drive at 7:00 pm.

Respectfully submitted by Margaret Jennings, Secretary