

**GATES FOUR TOWN HOUSE ASSOCIATION INC.
BOARD MEETING Minutes
6775 Irongate Drive
Fayetteville, NC 28306**

1. Gates Four Town House Association, Inc.
2. Place: Gates Four Clubhouse
3. Date: November 16, 2010
4. Attendees:

President – Dan Jamieson	P	Grounds Officer – Maria Perkins	P
Vice President – Malcolm King	P	Maintenance Officer – Sharon Wilson	P
Secretary – Dennis Johnson	P	Board Member – Charles Grooms	A
Treasurer – LaRita Parker	P	Board Member – Helen Rees	A
P = Present		Board Member – Paul Johnson	P
A = Absent			

5. Guests: None
6. Meeting called to order @ 7:00pm by Dan Jamieson
7. The October Meeting minutes were approved as submitted
8. The October Special Meeting minutes were approved as submitted
9. Presentation of Financial Statement as of 10/30/2010
 - a. Expenditures are for Lawn Maint (Emerald Gardens), Exterior Repairs (Miller, Williams Concrete), Roofing (J&J Roofing), Accounting (Tippett), Legal (McGreachy, Clerk of Courts)
 - b. Financial summary is as follows:

Roof Fund:	\$2,165.57	Prior Balance:	\$53,237.47
Contingency Fund:	\$11,801.00	Expenditures:	\$11,403.28
General Fund:	<u>\$28,904.62</u>	Deposits:	<u>\$ 1,037.00</u>
	\$42,871.19	Balance:	\$42,871.19
 - c. The 2011 Budget was approved as submitted. The approved budget includes a \$49.00 assessment increase. Motion – D. Johnson, 2nd - M. King, Unanimous vote

10. Old Business:

- a. Lawyer (Open/Jamieson)
 - i. ½ of the 2010 Assessment at 3034 Weatherby (Johnston) was paid. Owners still owe legal fees.
 - ii. 6723A (Smith) 2010 Assessment has been paid.
 - iii. Three home owners owe late fees for their 2010 assessment. Letters were mailed on Oct 4, 2010. (6705B, 6711B, 6722C).
- b. Roofing (Open/Wilson)
 - i. The board approved a motion to repair two roof leaks and ceiling stains at 6722A for \$200.00. Motion – Johnson, 2nd – Parker, Unanimous vote.
- c. Building Maintenance (Open/Wilson)
 - i. Mr. King and Mr. P. Johnson reported to the board that the three independent mold reports at 6705B Irongate were a result of moisture under the foundation. It was agreed by the board that the home owner is responsible for resolving moisture under their homes and for any damage such moisture causes. The

board also agreed to obtain an estimate for repair of water damage in the ceiling near and in the hall closet. This damage was probably caused by a roof leak.

- ii. Rotted lamp post replacement at 6748A has been completed.
 - iii. Parking lot repair at 6738D is complete.
 - iv. The board concluded that the Association is not responsible for the repair of the Lamp Post light fixture at 6747B. The light stopped working after the homeowner had landscaping work done. Neither the landscaper nor the homeowner contacted a "Locator Service" to mark utility lines before digging began.
 - v. A Second estimate is being sought for the repair/replacement of the fences behind building 6722.
 - vi. The mailbox stand between 6722 & 6730 has been repaired.
 - vii. Three Building Painting estimates will be submitted at the December meeting.
- d. Decks (Wilson)
- i. Requested deck repairs at 6739A, 6748B will be addressed as soon as possible. (pending funds). Malcolm King is going to investigate the possibility of replacing rotted decks with concrete patios.
- e. Grounds/Appearance (Open/Perkins)
- i. The removal of two diseased trees at 6729A is being coordinated by Paul Johnson.
 - ii. The removal of three diseased trees at 6748B is being coordinated by Paul Johnson.
 - iii. Tree roots that are under the concrete slab at 6735A have been cut. The board is going to keep an eye on the concrete slab to see if further action is warranted.
 - iv. Parking lot repair at 6738D is complete.

11. New Business

- a. The board approved a motion to change the annual association dues payments from 2 payments to 4 payments. Motion – P. Johnson, 2nd – Parker, Unanimous vote.
- b. The board approved the replacement of the roof at 6746 Irongate due to numerous leaks. The board is seeking estimates. Motion – P Johnson, 2nd – Parker, Vote 6 for, 1 against.
- c. The homeowner at 6730D will be contacted by S. Wilson to seek a date this calendar year to schedule ceiling repairs in the living room.
- d. The 2011 Nominating Committee Chair was appointed. Dennis Johnson will fill that position. Two homeowners are being sought to fill the two committee member positions.
- e. Roofing nails at 6710 Irongate that had lifted have been repaired.
- f. The board approved a motion to allow home owners to paint their entry doors at their own expense. The homeowner must submit their color selection to the board for approval prior to painting their door. Motion – King, 2nd – Parker, Vote 6 for, 1 against.
- g. The board received an e-mail from the owners of 6748B about tree removal. P. Johnson was asked, by the president to coordinate the request with the homeowners.
- h. P. Johnson pointed out that some townhome building numbers are obscured by vegetation growth causing potential emergency service delays. The board will investigate and come up with a solution.

12. Meeting Adjourned @ 8:35pm by Dan Jamieson.

Respectfully submitted by
Dennis Johnson
GFTHA Board Secretary