

**Date:** Wednesday, November 17<sup>th</sup>, 2021  
**Start Time:** 6:00 pm  
**End Time:** 7:15 pm

Board Member Attendees	Role	Present (yes/no)
Melinda Dellert	President	Yes
Antonia Bradley	Vice President	Yes
Mark Schoenig	Treasurer	Yes
Tracie McEnery	Secretary	Yes
Gina Bradley	Vice President, Security	Yes
Gregg Dellert	Vice President, Grounds/Facilities Outgoing	Yes
Committee Chairperson Attendees		
Natasha Baldwin	Architectural Committee Chair	No
Tracie McEnery	Clubhouse Trustee	Yes
Cassie Smesny	Event Committee Chair	No
Lyssa Barrow	Webmaster	Yes
TBD	Grounds/Facilities Chair	N/A
TBD	Neighborhood Watch Chair	N/A

**Additional Attendees:**

24 homeowners (not including board and committee chair members) attended the meeting.

**Agenda/Discussion Topics:**

- 1) Introductions and President Comments:
  - a. Melinda Dellert welcomed everyone and introduced all of the Board Members and Committee Chairpersons.
  - b. Prior to the annual meeting, the Board made a few changes within the Board positions:
    - Melinda Dellert was changed to President from Vice-President
    - Toni Bradley was changed from President to Vice-President
    - Gregg Dellert resigned as Vice President of Grounds/Facilities. This position was changed to a Committee Chairperson role.
    - Removed Vice-President of Covenants. All covenants actions will be handled by the Board going forward.
  - c. There are currently no open positions on the Board, but we are seeking several Committee volunteers:
    - Neighborhood Watch Chairperson. This role has been vacant for quite some time and we need a volunteer for Chairperson as well as volunteers for Block Captains.
    - Architectural Committee Members. The Architectural Committee needs several volunteers as this is currently being performed by only two people.
    - Events Committee Members. The Events Committee is always seeking volunteers.
    - Grounds Committee Members. We need volunteers to be available to help with quick repairs and to help oversee the large area of grounds and facilities.
  - d. Melinda encouraged residents to read and know the Covenants and rules of our community. The Covenants and Architectural Guidelines are posted on the KP Website.
  - e. Residents were reminded that the Board does not conduct business on Facebook. Any questions or concerns need to be sent to the KPHOA Board email: [hoaboard@kellyplantationhoa.net](mailto:hoaboard@kellyplantationhoa.net)
- 2) Financial Report (in addition to the slides):
  - a. Mark Schoenig, Treasurer, briefed the Financial Report.
  - b. Please see slides for financial information.
  - c. Since we can no longer offer password security for portions of our website, the financial slides will be emailed to residents but removed prior to posting to the website.
- 3) Secretary Report (in addition to the slides):
  - a. Tracie McEnery, Secretary, briefed the Secretary Report.
  - b. Please see slides for a few reminders for getting added to our KP Distro, Facebook access, pool cards, etc.
- 4) Grounds/Facilities Report (in addition to the slides):
  - a. Melinda Dellert, President, briefed the Grounds/Facilities Report.

- b. Melinda stated that we are focused on being ADA compliant with all of our KP facilities. A wheelchair ramp has already been added to the Clubhouse and a handicap swing is being ordered for the playground.
  - c. New timers are in the works for our tennis courts, but unfortunately our electrician has had some health issues and getting that work done has been delayed. We are hoping to get the new timers in place within the next few weeks.
  - d. After looking at the pool furniture at the end of pool season, we determined that the only items that need replacing for next year are the umbrellas and umbrella stands. Those will be purchased prior to the 2022 pool season.
  - e. We are seeking volunteers to create a committee to discuss making improvements to the clubhouse furnishings. If you are interested being involved with this committee, please email the Board.
  - f. Please see slides for additional Grounds/Facilities information.
- 5) Covenants Committee Report (in addition to the slides):
- a. Melinda Dellert, President, briefed the Covenants Committee Report.
  - b. Reminder that garbage, recycling and bulk pickup times are listed on our KP website.
  - c. Please see slides for additional Covenants information.
- 6) Architectural Committee Report (in addition to the slides):
- a. Natasha Baldwin, our Architectural Committee Chairperson was not able to attend the meeting so Melinda briefed the Architectural Committee Report.
  - b. Please see slides for additional Architectural Guidelines information.
- 7) Neighborhood Watch Report (in addition to the slides):
- a. We currently do not have a Neighborhood Watch Chairperson or any volunteers to serve as Block Captains. Please email the Board if you are interested in any of these positions.
  - b. Please see slides for additional Neighborhood Watch information.
- 8) Event Committee Report (in addition to the slides):
- a. Cassie Smesny, our Events Committee Chairperson, was not able to attend the meeting so Lorri Domingo briefed the Events Committee Report.
  - b. The clubhouse will be decorated for Christmas on December 1<sup>st</sup>. If you are interested in helping with this, please email the Events Committee.
  - c. Please see slides for additional Event Committee information.
- 9) Webmaster Report (in addition to the slides):
- a. Lyssa Barrow, KP Webmaster, did a walk-through of our Kelly Plantation Website: *kellyplantationhoa.net*
  - b. Lyssa has done an amazing job with our website so please take some time to get familiar with all of the information it provides. The website has all of our KP information including email links, our Board meeting minutes, Events Committee calendar, Covenants and Architectural Guidelines, Pet Directory, etc.
- 10) New Business:
- a. Melinda introduced Elite Management Company. After much discussion and consideration, the Board has contracted with Elite to begin December 1, 2021 partnering with the Board to help with the day-to-day activities within Kelly Plantation. Over the past several years, Kelly Plantation has almost doubled in size and we currently have 258 homes to manage. The Board is a group of volunteer residents who also have full-time jobs and the job of managing a neighborhood our size is too much for a group of four or five volunteers.
  - b. It's important to note that the Kelly Plantation Board will stay in place and will oversee ALL of the Elite operations. Example: Elite will be able to assist with seeking bids for work that needs to be done, but the Board will continue to make the final decision on which bid is selected and on how all money will be spent.
  - c. Elite has met with the Board several times over the past couple of months and we are walking through the things that are important to us as a neighborhood. Covenants will still be managed as we are doing today.
  - d. There are many advantages that Elite will provide to residents:
    - Business hours (Monday – Thursday 7:30 am to 5:00 pm and Friday 7:30 am to 11:30 am) which will allow a quicker response to residents during the day.
    - Different options to pay your dues, including online payment.
    - An App that you can access from your phones. The App will allow you to pay dues online, request a pool card, request a clubhouse rental, etc.
  - e. Elite will be sending out a welcome/introductory letter to all residents soon with instructions for how to create your resident accounts with their website.
  - f. While we are working to bring Elite onboard, please be patient as we work through changes to our website, resident forms, etc.
- 11) Questions & Answers addressed during the course of the meeting:
- a. Are dues changing to support the change to the Management Company?

- We did not have to change dues this year to support this change. As we do each year, we will be assessing dues next year for the 2022-2023 year.
- b. Has the Board discussed adding basketball goals to the ends of the tennis courts?
    - Yes, we have discussed this but at this time, have no plans to make this addition.
  - c. How will Architectural requests work now with Elite Management in place?
    - You will go to their website or use your App and there will be a link to submit your request. This will submit your request to the Architectural Committee that is already in place and will work the same as it does today. Elite will simply help us manage the requests and our responses. They are not involved in the decision making.
- 12) Questions & Answers emailed to the Board prior to the meeting:
- a. The playground is in need of repairs, how is the Board addressing?
    - Melinda explained that we have teenagers that have been seen destroying some of our playground equipment and that the repairs needed are not the normal wear and tear due to weather and usage. We recently did add new mulch to the playground area and are diligently working to get repairs made.
  - b. When are the improvements to the back pond area going to be made?
    - We have been and are still seeking quotes for that work. We plan to work the updates in phases with Phase I being focused on adding a walking path around the pond and for doing some initial cleanup to the area. We will continue to provide updates to residents as we work improvements to this area.
  - c. Should all HOA sponsored events be required to follow CDC COVID guidelines?
    - The Board can only encourage residents to follow CDC guidelines when participating in HOA events. None of our HOA events or Board meetings are mandatory and residents that are not comfortable being in large groups, should not attend. We always provide meeting minutes from our Board meetings to residents for anyone who is not able to attend the meetings.
  - d. Request to have a community vote on any changes to the covenants/by-laws as well as a community vote on ALL capital improvements.
    - As for changing the covenants/by-laws – The Board does not change the covenants or by-laws, nor as any Board prior to the current Board done so. The Covenants and by-laws do allow the Board, as a governing body and acting in the best interest of the community, to waive the enforcement of some covenants and address additional restrictions in the guidelines as required. Please reference Article VI for additional information in regards to this.
    - As for voting on capital improvements - The Board members are voted on by the residents and in doing so, the residents are putting their faith and support in allowing the Board members to work on their behalf and in the best interest of Kelly Plantation. The Board itself, as a governing body and acting in the best interest of the community, does discuss and vote on all expenditures that affect the budget. We put being good stewards of HOA funding as our top priority. We are not required to take every action to a resident vote and it would not make sense to do so. All residents are encouraged to participate in meetings, email the Board, etc. with their questions, concerns and ideas. And all residents are encouraged to get involved with being a Board and/or Committee member.
  - e. Why does this Board continue to make capital improvements when residents have voiced that they do not want any capital improvements?
    - We have only ever received one comment/email that we should not be making improvements to the neighborhood. We see capital improvements as an investment in the growth and increased property values of Kelly Plantation. Many residents email us or voice their ideas at the Board meetings for things they would like to see improved such as updates to the common grounds, back pond, clubhouse and the pool and playground areas. With the continued growth of the neighborhood, we feel it's important to continue to also improve our common areas and community.
- 13) Budget Vote:
- a. At the conclusion of the meeting, the board unanimously voted in the 2021/2022 budget.

**NEXT Meeting:**

**Our next Quarterly Board Meeting is tentatively scheduled for Thursday, February 10<sup>th</sup>, 6:00 pm.**

**\*\* NOTE: Board Meetings are held quarterly. Meeting reminders are emailed out prior to each meeting. Meeting minutes are emailed and posted to our website following the Board Meetings.**