

# **PRINCETON HOMEOWNERS' ASSOCIATION**

Minutes of November 3, 2022, 7:00PM

Northlake Baptist Church – 4823 Thompson Bridge Road

Cathy Hooper, Presiding

## **CALL TO ORDER**

The meeting of the Princeton Homeowners' Association was called to order at 7:00PM on November 3, 2022, by Cathy Hooper.

## **PROOF OF MEETING**

Proof of meeting notices were communicated in the Fall newsletter issued October 2, 2022, posted on the HOA web site of princeton subdivision.com under news, on the Princeton Subdivision Facebook page, with a meeting sign on the exit side of the of the subdivision, and with reminder emails with meeting documents attachment.

## **ATTENDANCE**

Of the 122 eligible voting properties, 10 homes were represented. The 55% quorum was not present as required within the By-laws of the Association. All voting matters are to be offered by email/mail.

## **MINUTES**

The minutes from November 30, 2021, were available to each member. First and second motions were made for the minutes to be accepted as presented. Due to the lack of the required 55% quorum the vote was tabled and to be voted by email/mail.

## **OFFICERS' REPORTS**

Officers in attendance were President, Cathy Hooper; Vice President, Carol Blackburn; and Secretary, Kevin Hooper. The treasurer, Jim Carmichael was not able to attendance.

President, Cathy Hooper updated the membership of the completions of the two 2022 projects. The tree removal project was completed in April under budget. The stonework on the column/sign areas was completed in September under budget. It was noted, this will be an ongoing issue as the synthetic stones continue to fall off.

President, Cathy Hooper presented the financial report and proposed budget which had been provided to the membership prior to the meeting. With no questions, first and second motions were made to vote on the proposed budget. Due to the lack of the required 55% quorum the vote was tabled and to be voted by email/mail.

It was shared with the membership the continued need to address covenant issues such as lawn care, proper storage of boats, campers, travel trailers, utility trailers, on-street parking, mailbox conformity, and keeping sidewalks clear. It was relayed to those present this is taxing, time consuming, a drain of the officers, the Association budget, and should not be necessary as the covenants are available for all to follow.

## **ELECTION OF 2022 OFFICERS**

Prior to this meeting, Jim Carmichael, Treasurer, stated he would not be able to serve in 2023.

Cathy Hooper opened the floor for the nomination for 2023 HOA officers. The following volunteered to serve as officers for 2023: Cathy Hooper, agreed to serve as needed. Carol Blackburn agreed to serve again as Vice-President, and Kevin Hooper, Secretary stated he would serve to complete the board, but strongly encouraged others to volunteer as two members on the board from one household, while not against the by-laws, could be cause for concern. Joe Ottilo volunteered to serve in any capacity as needed. One other member offered to think about servicing and will let the Association know. Due to the lack of the required 55% quorum of homeowners present and the officer slate not being set, the vote was tabled and to be presented by email/mail.

## **OLD BUSINESS**

An update was given on the delayed building of properties at 4602 and 4606 Old Princeton Ridge.

## **NEW BUSINESS**

Details of the proposed sign repair project were shared.

The Association will continue to maintain and improve the appearance of the greenspace, fence, and signage as well as support the covenants and bylaws.

Again, as the quorum of 55% of homeowners was not present, ballots will be emailed/mailed to the membership as soon as the officer slate is finalized.

The floor was open to questions and comments.

Concerns as to the speed of vehicles on Old Princeton were voiced.

The desire for an electronic pay system for the annual dues was expressed.

With no further business, the meeting was adjourned at 7:29PM.

Kevin Hooper, Secretary

After the November 3, 2022, Annual Princeton Homeowners' Association meeting and on November 16, 2022, in accordance with the by-laws of the Princeton Homeowners' Association, the 55% vote was obtained for the approval of the 2023 annual budget, minutes, and election of the officers. Simply said, all items on the ballot were approved.

The incoming 2023 Princeton Homeowners' Association Officer Board:

President – Cathy Hooper; Vice-President – Carol Blackburn; Secretary – Kevin Hooper; Treasurer – Joe Ottilo

## **Agenda**

### **Princeton Homeowners' Annual Meeting**

#### **November 3, 2022**

- A. Call to Order
- B. Proof of meeting notice
- C. Reading of 2021 Minutes
- D. Reports from Officers
  - a. President, Cathy Hooper
  - b. Vice President, Carol Blackburn
  - c. Secretary, Kevin Hooper
  - d. Treasurer, Jim Carmichael
    - i. 2022 finances
    - ii. 2023 budget
- E. Nominations of and election of 2023 officers
  - Approval of 2023 Budget
- F. Old or unfinished business
- G. New business
- H. Adjournment with voting process by e-mail/U.S. Mail

## 2023 Proposed Annual Budget

	2022 actual	2023 proposed
Landscaping/fence	\$7,600	\$9,235
Supplies/miscellaneous	\$1,500	\$1,000
Corporation renewal	\$50	\$30
CPA	\$175	\$200
Web Site fees	\$275	\$250
Post Office box rental	\$140	\$200
HOA insurance	\$1,300	\$1,300
Real Estate taxes	\$50	\$35
Rental space meeting	\$50	\$50
Legal	\$1,000	\$1,000
Contingency (short fall or emergency)	\$1,000	\$1,000
<b>TOTAL</b>	<b>\$13,140</b>	<b>\$14,300</b>
Special Project – stonework	\$1,500	
Special Project – tree cutting	\$1,710	
Special Project – sign work		\$5,000
<b>TOTAL WITH PROJECTS</b>	<b>\$16,350</b>	<b>\$19,300</b>

### Proposed Sign Refurbish (6 parts)

#### Signs on right as one enters

1- Princeton sign	paint refresh	\$2,095*
2- Protected sign	paint refresh	\$560
3- No solicitation sign	replace	\$177

#### Signs on left as one enters

4- "P" on top of column	paint refresh	\$110
5- Vertical Princeton (1)	replace	\$391
6- Vertical Princeton (2)	replace	\$391
Installation of all six		\$875
Sales tax on all six		\$83.72

Total for all six (6) signs, installation, and tax \$4,682.72 - pricing from April 25, 2022

\*The Association bylaws require any project over \$1,000 to have 3 bids. This project has 6 parts, and one part is over that. The Association is asking for a one-time waiver (to be approved by vote) on this project to protect the signs by having the original sign company, Signs by Tomorrow, do the work.